



PEORIA CIVIC CENTER®

PEORIA CIVIC CENTER AUTHORITY
Minutes of October 26, 2017
Meeting FY18 No. 2

Chairman DiGiallonardo called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, October 26, 2017 at the Peoria Civic Center in the Lexus Club Room.

VOTING AUTHORITY MEMBERS PRESENT:

Chairman Paul DiGiallonardo
Commissioner Matthew Bartolo
Commissioner Yvonne Greer-Batton
Commissioner Joseph Dalfonso
Commissioner Robert Manning

VOTING AUTHORITY MEMBERS ABSENT

Commissioner Sylvia Hasinger
Commissioner Pratima Gandhi

NON-VOTING AUTHORITY MEMBERS PRESENT:

Commissioner Sid Ruckriegel
Commissioner Don Welch

NON-VOTING AUTHORITY MEMBERS ABSENT:

Commissioner James Lynch
Commissioner Laith AlKhafaji

SMG/PCC STAFF PRESENT:

Anne Clayton, General Manager
Will Kenney, Director of Operations
Danette Snopek, Director of Finance
Jess McMullin, Director of Sales & Marketing
Andrew VanDeweghe, Director of Food & Beverage
Megan Pedigo, Senior Marketing Manager

OTHERS IN ATTENDANCE:

Dave Stuckel, PCCA Legal Counsel
Joni Staley, PACVB
Cara Allen, PACVB
Thomas Bruch, PJS

Chairman DiGiallonardo called the meeting to order at 4:01 pm. He requested that a roll call be taken. Quorum present.

Chairman DiGiallonardo requested a motion to approve the minutes of the September 28, 2017 PCCA meeting.

Motion to Approve Meeting Minutes of September 28, 2017 Meeting:

Moved: Commissioner Bartolo. Seconded: Commissioner Manning. Passed unanimously by voice vote.

General Manager Report:

General Manager Anne Clayton reported that a number of new ticketed events were announced recently. These include Avenged Sevenfold and Extreme International Ice Racing in the arena, The Nutcracker, DeRay Davis, The Rat Pack is Back, and Menopause the Musical in the theater, and the WWCT Snowball concert featuring Vance Joy in the ballroom. More ticketed events will be announced in November. The Broadway VIP Lounge premiered during the Motown the Musical theater performances in October. Over 400 season ticket holders visited the Lounge on the 1st balcony in the theater lobby to enjoy coffee, cookies, a cash bar and a VIP atmosphere. Another new program initiated with the Ameren Illinois Broadway Series was the Sponsor-A-Student program. The Peoria Civic Center partnered with Peoria Public Schools to bring 77 students to a performance of Motown the Musical. In conjunction with this program, Motown cast members visited Roosevelt Magnet School and Peoria High School to share their personal experiences.

SAVOR Report:

Director of Food and Beverage Andrew VanDeweghe reported that for the month of September, catering generated 97% of total the revenue due to two wedding receptions, three banquets and two conventions. All clients were extremely pleased with the food and the level of service. Kudos were given to Chef Leo and his team for their efforts. The new suite menus have been completed.

Operations Report:

Director of Operations Will Kenney reported that there were no patron or employee accidents for the fourth consecutive month. The maintenance and operations crews completed 223 preventive maintenance work orders. The ice in the arena was installed during September for the upcoming Rivermen season. Year-over-year energy savings were again noted for both natural gas and electrical usage.

Marketing Report:

Senior Marketing Manager Megan Pedigo reported that REO Speedwagon was a sold-out show in the theater. Mini-season tickets are selling well for the Ameren Illinois Broadway Series.

Sales and Booking Report:

Director of Sales and Marketing Jess McMullin reported that the sales team acquired thirty-four leads, wrote nineteen proposals, and executed thirteen signed contracts in September. Jess McMullin attended the Small Market Meetings Conference in South Bend, IN which featured one-on-one meetings with event planners interested in Tier 2 cities like Peoria. Erin Schaefer is participating in the Connect Faith Marketplace in Cincinnati, OH which meets with religious-based planners. After a successful first event at the Peoria Civic Center this past year, Equipo Vision has re-booked two more conventions for next spring and fall. In the October issue of iBi magazine, Jess McMullin authored a story about the use of technology in meetings and events. The last edition of the Civic Center Scoop featured guests from Ameren Illinois talking about the Broadway Series and Greater Peoria CareerSpark, which is a new event that will bring over 3,500 eighth grade students to the Peoria Civic Center for an interactive experience to aid in choosing a future career path.

Sales and Marketing Committee:

Commissioner Dalfonso turned the floor over to Commissioner Greer-Batton who asked Jess McMullin to report on the committee meeting in September. Jess reported that two client surveys were returned for the month of September with an average score of 9.1. A revised survey has been implemented to increase client participation.

Capital Committee:

Commissioner Bartolo reported that the Capital Committee had met and has no action items for the board.

Finance Committee:

Commissioner Manning reported in place of Pratima Gandhi that the committee had met and turned the floor over to Director of Finance Danette Snopek. September financials consisted of 21 events versus 17 budgeted with event income under budget by \$14,658 and indirect expenses under budget by \$49,189. In the convention center, the Naturalization Ceremony exceeded budget. Five banquets occurred versus five budgeted and three meetings compared to one budgeted. The IHSA Student Leadership Conference was unbudgeted. In the Theater, REO Speedwagon exceeded budget with a sold-out show. The re-projected operating loss at fiscal year-end finished under budget.

PAVCB:

Commissioner Welch turned the floor over to Joni Staley, Director of Sales. She reported that the PACVB recently hosted the ISAE Luncheon in Springfield. Recent re-bookings include Equipo Vision and the Great Rivers Conference. Danielle Bensing has been hired as the new convention and sporting sales manager, and is currently pursuing two leads that resulted from Connect Marketplace.

Old Business: None

New Business: None

Public Comment: None

Noting there was no need for an Executive Session; Chairman DiGiallonardo reminded everyone that the next PCCA meeting will be held December 7, 2017 in Meeting Room 401 at 4:00 pm. A reminder will be sent out one week prior to the meeting.

Adjournment:

Chairman DiGiallonardo requested a motion to adjourn.

Motion to Adjourn:

Moved by Commissioner Manning. Seconded by Commissioner Greer-Batton. Passed unanimously by voice vote.

Meeting adjourned at 4:26 p.m.