



**PEORIA CIVIC CENTER®**

**PEORIA CIVIC CENTER AUTHORITY  
Minutes of January 23, 2020  
Meeting FY20 No. 5**

Vice Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, January 23, 2020 at the Peoria Civic Center in Meeting Room 401.

**VOTING AUTHORITY MEMBERS PRESENT:**

**Commissioner Yvonne Greer-Batton  
Commissioner Matthew Bartolo  
Commissioner Robert Manning  
Commissioner Henry Vicary  
Commissioner Laith Al-Khafaji 4:02 p.m.  
Commissioner Pratima Gandhi**

**VOTING AUTHORITY MEMBERS ABSENT:**

**Commissioner Michael Eddlemon**

**NON-VOTING AUTHORITY MEMBERS PRESENT:**

**Commissioner Deborah Roethler  
Commissioner Sid Ruckriegel  
Commissioner Joseph Dalfonso**

**NON-VOTING AUTHORITY MEMBERS ABSENT:**

**Commissioner Sylvia Hasinger  
Commissioner Richard Semonis**

**SMG/PCC STAFF PRESENT:**

**Rik Edgar, General Manager  
Mindi Baumann, Interim Director of Finance  
Will Kenney, Director of Operations  
Adam Smith, Director of Booking  
Sarah Luthy, Director of Food & Beverage  
Andrew Barra, Marketing Manager  
Kelsy Brewer, Marketing & Graphics Coordinator**

**OTHERS IN ATTENDANCE:**

**Dave Stuckel, PCCA Legal Counsel**

Chairman Bartolo called the meeting to order at 4:00 pm. He requested that a roll call be taken. Quorum present.

Chairman Bartolo requested a motion to approve the minutes of the December 5, 2019, PCCA meeting minutes.

**Motion to Approve Regular Meeting Minutes of December 5, PCCA Meeting:**

Moved: Commissioner Vicary. Seconded: Commissioner Gandhi. Passed unanimously by voice vote.

Chairman Bartolo requested a motion to approve the reconvened meeting minutes of the December 11, 2019, PCCA meeting minutes.

**Motion to Approve Meeting Minutes of Reconvened Meeting of December 11, 2020**

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

Chairman Bartolo requested a motion to approve the special meeting minutes of the December 23, 2019, PCCA meeting minutes.

**Motion to Approve Meeting Minutes of Special Meeting of December 23, PCCA Meeting:**

Moved: Commissioner Gandhi. Seconded: Commissioner Vicary. Passed unanimously by voice vote. One correction was noted, on main body of minutes it read regular meeting, should have read special meeting.

**General Manager Report:**

General Manager Rik Edgar reported that there was a correction to the Net Income report. Last report stated that Net Income forecasted to be \$149,000. With higher attendance and number of events we are now forecasting a net income of \$198,000, exceeding budget expectations.

For the first three months of FY20, the Peoria Civic Center has remitted \$278,300 to the state and city of Peoria in taxes collected from events and food and beverage sales.

Ticketed Events: In the arena, Five Finger Death Punch outpaced projections with an almost sold out show. Lindsey Sterling, Jerry Seinfeld, ZZ Top, Jersey Boys and Chris D'Elia were sold-out shows in the theater. For the calendar year, we have hosted twenty-three sold-out concerts, four in the arena and nineteen in the theater.

Kiss and Reba McIntire are both on the top ten shows on the All-Time list for the venue. Reba McIntire is set to break the all-time country record for the venue.

General Manager announced that Mindi Baumann has accepted Interim Director of Finance.

**Food & Beverage Report:**

Director of Food and Beverage Sarah Luthy introduced Bud Light Seltzer to the board. Concessions tried it out at a Bradley Basketball and Rivermen games and sold out. We have ordered another eighty cases for the Luke Combs concert and will have Hawkers for both Bud Light Seltzer and Truly.

Also introduced to the PCCA board was a new poly-carbonate glass. Every year, hundreds of glasses are broken or have a chip and are thrown away, which is very costly. These poly-carbonate glasses are heat resistant, scratch resistant and virtually indestructible. They will try these for one year to how they will stand up to a year of use and an industrial dishwasher.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that Berkshire Hathaway, our Workman's Comp carrier spent two days here observing staff during two arena changeovers and two theater load ins and load outs, concessions and kitchen. They also did an inspection of the facility and evaluated our safety procedures. We received their report which only listed some minor changes that needed to be made. They added that they were impressed how supervisors corrected their staff on the correct way of setting up their assignment.

**Marketing Report:**

Director of Booking Adam Smith reported that the monthly Turnkey report showed that we met or exceeded ASM Global average in all categories. He announced that we have booked out sixty-fifth ticketed event which is the exact same amount that we had booked for FY19 and we are only in the fifth month of FY20.

He then introduced Marketing Manager Andrew Barra and Marketing and Graphics Coordinator Kelsy Brewer to give the PCCA a tour of the new PCC website. Kelsy worked with Sapphire Networking to create a new and updated website to replace the antiquated one that had been up for seven years. This new website is easier to navigate on any mobile device. Looking for events have been streamlined along with ticket purchases. Also has been updated to be more ADA compliant for our patrons. Customer Service has also received an overhaul, making it more customer friendly and helping us keep in touch with our patrons. Sapphire will always keep our software updated and will grow with us.

**Convention Center Sales Report:**

Senior Sales Manager Erin Schaeffer was absent. PCCA board accepted report as written.

**Finance and Facility Committee:**

Commissioner Gandhi reported that the committee had met and turned the floor over to Interim Director of Finance, Mindi Baumann. For the month of November our Adjusted Gross Income came in over budget by \$115,429. For the month of December our Adjusted Gross Income was over budget by \$63,000. These increases are attributed to the increase in concerts, entertainment and HRA was up more than expectations.

**PACVB Report:**

Commissioner Dalfonso reported that he will review his report and send corrected copy to the PCCA.

**Old Business:** None

**New Business:**

Report and Recommendation of 2020 Management Contract with ASM Global. This agreement would be a five-year contract with ASM Global. PCCA Counsel David Stuckel reported on the provisions listed in the contract.

**Motion to approve the five-year management agreement with ASM Global.**

Chairman Bartolo requested a motion to approve the five-year contract with ASM Global.

**Motion to approve the five-year management agreement with ASM Global**

Moved: Commissioner Greer-Batton. Seconded: Commissioner Manning.

Chairman Bartolo called for a roll call vote. Motion passed unanimously.

**Public Comment: There was no Public Comment.**

Noting there was no need for an Executive Session; Chairman Bartolo reminded everyone that the next regular PCCA meeting will be held February 27, 2020 at 4:00 pm, in a location TBD. A reminder will be sent out one week prior to the meeting.

**Adjournment:**

Chairman Bartolo requested a motion to adjourn.

**Motion to Adjourn :**

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

Meeting adjourned at 4:42 p.m.