Chairman Silverthorn called the regular meeting of the Peoria Civic Center Authority to order at 4 p.m., Thursday, April 26, 2012 at the Peoria Civic Center in Meeting Room 220.

**AUTHORITY MEMBERS PRESENT:**
Chairman Dan Silverthorn  
Commissioner Bob Manning  
Commissioner Sylvia Hasinger  
Commissioner Patrick Roesler  
Commissioner Harold Burdess  
Commissioner Leonard Unes  
Commissioner Ryan Spain

**AUTHORITY MEMBERS ABSENT:**  
Commissioner Laraine Bryson

**SMG/PCC STAFF PRESENT:**  
Jim Wetherington, General Manager  
Shaun Schoonover, Asst. General Manager/Director of Finance  
Will Kenney, Director of Operations  
Robin Barnes, Director of Convention Sales  
Marc Burnett, Director of Marketing  
Kim Strong, Facility Manager

**OTHERS IN ATTENDANCE:**  
Bill Woosley, General Manager, Centerplate  
Dave Stuckel, Corporation Counsel for the PCCA  
Sherril West, Chair, PACVB

**CONSENT AGENDA:**  
Commissioner Manning made a motion to approve the items on the consent agenda, as submitted.  
Commissioner Roesler seconded the motion but requested the marketing report be removed.  
Approved unanimously by voice vote.

Marc Burnett, Director of Marketing, gave an update on ticket sales outside the metro area and its economic impact in the tri-county area.

Marc also handed out a flyer for the 2012/2013 Broadway Series and noted another excellent year for Broadway in Peoria! Jersey Boys will do a two-week run along with Disney’s Mary Poppins, American Idiot, A Chorus Line and Monty Python’s Spamalot, to name a few of the shows coming to the Peoria Civic Center.
MOTIONS:

APPROVAL OF MARKETING REPORT:
Commissioner Roesler made a motion to approve the marketing report. Seconded by Commissioner Manning. Approved unanimously by voice vote.

APPROVAL OF MINUTES:
Commissioner Roesler made a motion to approve the minutes from the March 22, 2012 regular meeting. Seconded by Commissioner Manning. Approved unanimously by voice vote.

DISCUSSION ITEMS:

GENERAL MANAGER’S REPORT:
Jim Wetherington, General Manager, reported the following:

- The Marriott Hotel project will soon begin. A groundbreaking ceremony will take place on Tuesday, May 1 at 2 pm on the top floor of the Pere parking deck.
- Potential parking revenue from Core Construction was discussed.
- The Grid Iron Dinner was a huge success and is booked again for next year.
- Due to illness, George Jones was postponed until June 23.
- The Auto Show and Deer and Turkey Expo were down in attendance mainly due to the warm weather. When it’s warm and beautiful outside, tradeshows attendance is usually down some.
- Caterpillar business is picking up. They have previously been holding some of their meetings at the Embassy Suites. They commented they get great service from the staffs of the Civic Center and Centerplate.
- We have met with Lexus and received a verbal extension for the clubroom. The partnership with Verizon will not continue this year.
- Reviewed upcoming concerts and events.

Commissioner Unes suggested we all personally thank those employees of Caterpillar responsible for sending meetings our way and especially to management for recommending Commissioner Hasinger as our Caterpillar liaison.

Robin Barnes reported she is working with Caterpillar to host an Administrative Assistants luncheon to give them some recognition for assisting with bridging between the Civic Center and Caterpillar.
MOTIONS:

Chairman Silverthorn suggested a special thank you be sent from the entire Authority.

DISCUSSION ITEMS:

SALES & MARKETING COMMITTEE REPORT:
Commissioner Roesler reported the Committee continues to focus on the background for the two strategic initiatives previously created. The process has been tedious but the end is in sight.

Jim’s committee has been working on a new customer survey that should be completed soon. It will benchmark the customer experience. The next meeting will be held on May 10 at 7:30 am.

The next task will be setting results expectations. A new 10-point scale is being created.

Marc’s committee is working on economic impact information and the multiplier factor. Measurement of utilization within the facility is also being worked on.

CAPITAL COMMITTEE REPORT:
Chairman Silverthorn reported Commissioner Unes has agreed to chair the Capital Committee as Commissioner Goldin has retired.

Will Kenney reported on two projects that need approval: Siemens Control Panel replacement and a security system replacement.

The Capital Committee recommends the replacements of the control panels and security system.

Will reported the cameras are currently monitoring entry points and lobbies mainly for safety purposes.

APPROVAL OF ADDITIONAL SIEMENS CONTROL PANEL REPLACEMENT:
Chairman Silverthorn made the motion and Commissioner Unes seconded the motion to approve the purchase of the MBC control panels for the theater, arena and two UC panels from Siemens in the amount of $48,401. **Approved unanimously by roll call vote:**

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<thead>
<tr>
<th>Commissioner Burdess</th>
<th>Aye</th>
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<tr>
<td>Commissioner Hasinger</td>
<td>Aye</td>
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<tr>
<td>Commissioner Manning</td>
<td>Aye</td>
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<tr>
<td>Commissioner Roesler</td>
<td>Aye</td>
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<tr>
<td>Commissioner Unes</td>
<td>Aye</td>
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<tr>
<td>Chairman Silverthorn</td>
<td>Aye</td>
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MOTIONS:            DISCUSSION ITEMS:

APPROVAL OF SECURITY SYSTEM REPLACEMENT:
Chairman Silverthorn made the motion and Commissioner Unes seconded the motion to approve the purchase of a new security system from Heart Technologies in the amount of $40,844.65. Approved unanimously by roll call vote:

Commissioner Burdess     Aye
Commissioner Hasinger    Aye
Commissioner Manning     Aye
Commissioner Roesler     Aye
Commissioner Unes        Aye
Chairman Silverthorn     Aye

APPROVAL OF FINANCIAL REPORT:
Commissioner Manning made a motion to approve the financial report and seconded by Commissioner Burdess. Approved unanimously by voice vote.

FINANCE COMMITTEE:
Shaun Schoonover, Director of Finance and Assistant General Manager, reviewed the monthly financial report as submitted and made the following reports for March, 2012.

- There were 76 event days vs. 69 budgeted.
- Banquets were 11 vs. 6 budgeted.
- Event income was $674,448 vs. $696,071 budgeted.
- Other income was $99,732 vs. $99,083 budgeted.
- Meetings for the year are 60 vs. 78 budgeted.
- The re-projected operating loss is $42,682.
- 9,000 were in attendance for the Winter Jam concert and the Jim Gaffigan comedy show did so well they scheduled a second show.
- Utilities were under budget but with summer coming and hot temperatures, that could change.

PACVB:
Sherril West, PACVB chair, reported 34 leads were received in the month of March. The goal for the year is 270 leads. Fourteen groups were categorized as lost business.

Sherril also reported the PACVB is looking at benchmarking opportunities and will confer with Commissioner Roesler. Measurement of established common goals will be reviewed with Jim Wetherington.

Several organizations have expressed a desire to begin room negotiations with Marriott representatives. Chairman Silverthorn requested Jim Wetherington contact the Marriott regional sales director regarding a proposed date to begin
MOTIONS:  DISCUSSION ITEMS:

negotiating hotel rooms with potential clients for the first year of operation. Jill Gleason of the PACVB is also in contact with the Marriott representatives.

OTHER COMMITTEE REPORTS:
No reports at this time.

OLD BUSINESS:
None.

ADJOURNMENT:
The meeting was adjourned at 4:53 pm.