Chairman Silverthorn called the regular meeting of the Peoria Civic Center Authority to order at 4 p.m., Thursday, August 23, 2012 at the Peoria Civic Center in Meeting Room 405.

**AUTHORITY MEMBERS PRESENT:**
- Chairman Dan Silverthorn
- Commissioner Harold Burdess
- Commissioner Patrick Roesler
- Commissioner Sylvia Hasinger
- Commissioner Bob Manning
- 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
- Monica Craig, Executive Assistant

**OTHERS IN ATTENDANCE:**
- Bill Woosley, General Manager, Centerplate
- Dave Stuckel, Corporation Counsel for the PCCA
- Don Welch, PACVB CEO
- John Sharpe, Peoria Journal Star

Chairman Silverthorn welcomed Sandie Aaron, SMG Regional VP to the meeting.

**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 pulled. **Approved unanimously by voice vote.**

Marc Burnett, Director of Marketing, reviewed his handouts showing the geographical and economic impact of ticket purchases in the Peoria area for the month of July and part of August.
MOTIONS:
Commissioner Manning made a motion to approve the minutes from the **July 26, 2012 regular meeting**. Seconded by Commissioner Roesler. **Approved unanimously by voice vote.**

APPROVAL OF MINUTES:
Marc also reminded everyone of World Fest and Black Expo on September 8. This is the largest community outreach event that is held at the PCC. There will be at least 12 ethnic groups participating.

DISCUSSION ITEMS:

GENERAL MANAGER’S REPORT:
Jim Wetherington, General Manager, reported the following:
- Preparing for a very busy season.
- Recently had an SMG sponsored mock OSHA audit where we scored a very high 82% and ranked 4 out of a 5 scale. Ms. Aaron commented on the outstanding score as most buildings score a 17 to 52%. Compliance must be six weeks from assessment.
- Goals for minority hiring have been met.
- JJ Anderson basketball camp was again a huge success with between 700 and 800 underprivileged kids participating.

SALES & MARKETING COMMITTEE REPORT:
There was no report.

CAPITAL COMMITTEE REPORT:
There was no report.

FINANCE COMMITTEE:
Shaun Schoonover, Director of Finance and Assistant General Manager, reviewed the monthly financial report as submitted and made the following reports for July, 2012.
- We continue to be on target to finish the fiscal year in the black.
- There were 15 event days vs. 7 budgeted for the month and 625 vs. 538 for the year.
- Event income was $31,196 vs. $19,269 budgeted.
- Other income was $71,686 vs. $79,083 budgeted.
- Meetings were 9 vs. 4 budgeted for the month and 190 vs. 105 for the year. Our thanks to Caterpillar for these excellent numbers.
MOTIONS:

APPROVAL TO OPEN PUBLIC HEARING ON FY2013 BUDGET:
Commissioner Manning made a motion and Commissioner Roesler seconded the motion to open the public hearing on the Capital and Regular Budget for FY2013. Approved unanimously by voice vote.

DISCUSSION ITEMS:

- The re-projected operating income surplus at the end of the fiscal year is $40,261 vs. $19,199.
- Convention and concert business is very slow in the months of June, July and August.
- With 645 event days, we broke our best year of 607.

Commissioners Manning and Roesler commended the management and staff for an excellent financial year.

APPROVAL OF CAPITAL AND FY2013 BUDGETS:
Commissioner Manning made a motion and Commissioner Unes seconded the motion for approval of the Capital and FY2013 Budgets. Approved unanimously by voice vote.

PRESENTATION OF FY2013 BUDGET:
Shaun briefly reviewed the budget with the Authority reporting a modest operating income year-end balance.

ANNOUNCEMENT OF PUBLIC HEARING ON FY2013 BUDGET:
Chairman Silverthorn announced the opening of the public hearing on the FY2013 budget. After asking three (3) times if anyone from the public had any questions or comments and hearing none, Chairman Silverthorn closed the public hearing.

APPROVAL TO CLOSE PUBLIC HEARING:
There being no comments from the public, Commissioner Manning made a motion and Commissioner Roesler seconded the motion to close the public hearing and to go back into regular session. Approved unanimously by voice vote.

APPROVAL OF CAPITAL AND FY2013 BUDGETS:
Commissioner Manning made a motion and Commissioner Unes seconded the motion for approval of the Capital and FY2013 Budgets. Approved unanimously by voice vote.
MOTIONS:

DISCUSSION ITEMS:

PACVB:
Don Welch, the CEO of the PACVB, reported Karen Anderson has accepted a position in sales.

Marriott is now accepting bids/leads from us.

Sue Atherton, VP of Sales & Marketing, created a sales piece called “The Perfect Fit” that will be featured in several trade magazines.

OTHER COMMITTEE REPORTS:

STRATEGIC PLANNING COMMITTEE:
Commissioner Hasinger would like to call a meeting in the near future that could possibly last three to four hours. More later.

OLD BUSINESS:
Chairman Silverthorn reported he’s been contacted by an engineering firm regarding the connector. We will soon seek bids for our end of the job. When plans are formalized, they will come before the Authority for a vote.

Commissioner Roesler requested a breakdown of exactly what Marriott will be paying for as far as a connector is concerned. Jim Wetherington reported the Marriott will pay for everything outside of our glass, including the landing and stairs. Everything that will be new, Marriott will pay for. We hope to enclose the space and condition it to make it a little nicer. The elevator will touch the grass at the Fulton Street entrance. The opening at the arcade will need to be enclosed and made secure. There is a small amount in the capital budget to help with doing this.

NEW BUSINESS:
None

ADJOURNMENT:
The meeting was adjourned at 4:35 pm.