Chairman Silverthorn called the regular meeting of the Peoria Civic Center Authority to order at 9:45 a.m., Friday, December 14, 2012 at the Peoria Civic Center in Meeting Room 405.

**AUTHORITY MEMBERS PRESENT:**
Chairman Dan Silverthorn  
Commissioner Laraine Bryson  
Commissioner Leonard Unes  
Commissioner Bob Manning  
Commissioner Mark Wright (NV)

**AUTHORITY MEMBERS ABSENT:**
Commissioner Harold Burdess  
Commissioner Patrick Roesler  
Commissioner Sylvia Hasinger  
Commissioner Ryan Spain (NV)  
Commissioner Don Welch (NV)

**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  
Anne Clayton, Assistant Director of Finance  
Annette McMorrow, Executive Assistant

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

Chairman Silverthorn opened the meeting and directed that the auditors be moved up on the Agenda so that they wouldn’t have to sit through the entire meeting.

Auditors reported that they have been monitoring expenses. They recorded a $33,000 profit this year which is better than the $218,000 loss last year.

Chairman Silverthorn made the motion and Commissioner (unnamed) seconded the motion to approve the audit presented.

Approved unanimously by roll call vote:

- Chairman Dan Silverthorn Aye  
- Commissioner Laraine Bryson Aye  
- Commissioner Leonard Unes Aye  
- Commissioner Bob Manning Aye

Shaun reported that the audit went smoothly.

Very Inaudible on Tape.
APPROVAL OF MINUTES:
Minutes from October 25, 2012 could not be approved and will be voted upon at the January 24, 2013 meeting along with the minutes from December 14, 2012 and the Special Meeting that was held on December 6 due to a capital request that needed immediate approval.

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

- Been very busy thankfully.
- Lost another employee, stage hand Chris Fields (44) unexpectedly to a heart attack. Civic Center offered to host a fundraiser for his son (7) on February 10, 2013.
- Michigan – Bradley game was great. Close game, televised by ESPN. Bill did well with concessions. Bill’s group and his boss working to get more points of sale for the Zac Brown band.
- Don’t Shoot, a program to get gangs off of the street was held without incident during a time that no other events were being held. They provided plenty of security for the program.
- Hosted a Holiday party for staff. Very successful with approximately 250 employees in attendance. Great job with food. Had door prizes, nice to get everyone together and relax.
- Trans-Siberian Orchestra came to town early this year and still did well.
- Priscilla, Queen of the Desert, a Broadway show is arriving in Peoria to “tech” the show to get ready for their world tour. They have 25 people staying throughout the three week preparation and show period using 1200 room nights and countless restaurant meals. Then doing their World Premiere here in Peoria. 7500 – 8000 man hours during that time. Everything has worked out very well. PJ Star came to write a story.
- Journal Star sing Thursday. Mayor Maloof still planning on attending.

ROBIN BARNES

- Robin presented the Trade Show Executive Magazine which is geared towards venues in towns of 120,000 or less. Peoria was listed as #15 size-wise.
**MOTIONS:**

**DISCUSSION ITEMS:**

**APPROVAL OF INSURANCE:**
Commissioner Manning made the motion and Commissioner Bryson seconded the motion to approve the Insurance quote.

Approved unanimously by roll call vote:

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<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Chairman Dan Silverthorn</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Laraine Bryson</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Leonard Unes</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Bob Manning</td>
<td>Aye</td>
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**FINANCE COMMITTEE:**
Shaun Schoonover, Director of Finance and Assistant General Manager, reviewed the monthly financial report as submitted and made the following reports for November, 2012.

- Slow start to FY2013.
- Operating loss for month was $131,000.
- Ticket sales are lacking. There was a projection at this point of $391,000 and the actual is $255,000.
- Other shows did not meet their projections, such as the circus.
- Shaun gave Anne Clayton kudos for the great job she has been doing.
- All events have been profitable, just not as profitable as predicted.
- Projected loss for end of fiscal year is just under $100,000
- Analyzing expenses to see if there is a way to cut back.
- Looking at new sponsorships maybe outside the box for additional revenues.
- Two concerts unannounced that are projected sell-outs.
- Need a little time to catch up and will be analyzing to see ways to make changes to get going in the right direction. Hopefully next month will have better numbers to report.

**Insurance Renewal:**

- A little higher than last year. 15% increase this year. Market is driving increase. Insurance companies not making money on investments.
- Insurance – Number of claims from patrons is down, money paid out is up. Lots of slips and falls in arena.
- Three vendors, one was higher, one had limitations. Recommend staying with current company.
- Shaun reported a 5% increase was in the budget but 15% translates into $15,000 - $20,000 over budget.
- Insurance will cost $253,171. Recommended to approve.

Dan Silverthorn wanted to acknowledge all of the work that Bob Manning has put into finances, Bob Manning wanted to acknowledge Shaun and Anne and their staff.
MOTIONS:

DISCUSSION ITEMS:

STRATEGIC PLANNING COMMITTEE:
The final Strategic Planning Committee is to be held on January 8, 2013 from 5pm – 8pm. A report will come at the January meeting hopefully.

OLD BUSINESS:
Gary Matthews was unable to attend the meeting and the Director of Sales for the Marriott was in town, and will try to make the meeting in January. They are still scheduled to open the Pere Marquette-Marriott in April May. They are taking reservations from June on. September 1 they will begin booking groups.

NEW BUSINESS:
Dan Silverthorn is still working with Bill Woosley, and met with Centerplate’s Regional VP and Senior VP. They will be coming to the meeting in January. Hoping Centerplate will present a plan.

Next meeting is January 24, 2013.

Dan Silverthorn adjourned the meeting.

Moved and Seconded.
ADJOURNMENT:
The meeting was adjourned at 4:50 pm.