Chairman Silverthorn called the regular meeting of the Peoria Civic Center Authority to order at 4 p.m., Thursday, June 28, 2012 at the Peoria Civic Center in Meeting Room 405.

**AUTHORITY MEMBERS PRESENT:**
Chairman Dan Silverthorn  
Commissioner Harold Burdess  
Commissioner Leonard Unes  
Commissioner Patrick Roesler  
Commissioner Sylvia Hasinger  
Commissioner Ryan Spain (arrived at 4:05 pm)

**AUTHORITY MEMBERS ABSENT:**
Commissioner Laraine Bryson  
Commissioner Bob Manning

**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  
Monica Craig, Executive Assistant

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

**CONSENT AGENDA:**
Commissioner Roesler made a motion to approve the items on the consent agenda, as submitted. Commissioner Unes seconded the motion.  
Approved unanimously by voice vote.

**APPROVAL OF MINUTES:**
Commissioner Burdess made a motion to approve the minutes from the May 24, 2012 regular meeting. Seconded by Commissioner Roesler. 
Approved unanimously by voice vote.

Chairman Silverthorn welcomed back Robin Barnes from recent surgery. He also welcomed Don Welch, the new CEO of the Peoria Area Convention and Visitors Bureau.
MOTIONS:

DISCUSSION ITEMS:

GENERAL MANAGER’S REPORT:
Jim Wetherington, General Manager, reported the following:
- Spending time with new PACVB CEO, Don Welch.
- If you would like to follow Marc Burnett’s progress, please go to www.CaringBridge.org/visit/MarcBurnett.
- Hosted two large conventions recently – Great Rivers and Fire Protection. Both were very successful.
- At least 250 people attended the Noché de Fiesta event and everyone had a great time dancing to salsa music.
- Caterpillar business continues to increase.
- Four dance recitals recently held in the Theater were heavily attended.

SALES & MARKETING COMMITTEE REPORT:
Jim Wetherington reported a sub-committee meeting was recently held and some target goals have been set. The committee continues to work on the metric that will track utilization of the facility. Positive Customer Experience is still being developed and the survey will soon be online and will be able to track on a 10-point scale vs. the 5-point scale currently being used.

CAPITAL COMMITTEE REPORT:
Will Kenney presented the first draft of the capital budget and reported it will be ready for the full board at the July PCCA meeting.

FINANCE COMMITTEE:
Shaun Schoonover, Director of Finance and Assistant General Manager, reviewed the monthly financial report as submitted and made the following reports for June, 2012.
- There were 100 event days vs. 50 budgeted.
- Banquets were 7 vs. 8 budgeted.
- Event income was $309,557 vs. $271,434 budgeted.
- Other income was $89,277 vs. $84,083 budgeted.
- Meetings for the year are 165 vs. 95 budgeted.
- The re-projected operating income at the end of the fiscal year is $68,611.
- The School Business Officials convention and Jason Aldean concert exceeded budget.
MOTIONS:            DISCUSSION ITEMS:

- Facility fees and ticket rebates exceeded budget.
- We continue to monitor the electric bill.

A draft of the 2012/2013 budget has been presented to the Finance Committee. It will be finalized and presented again to the Finance Committee before being brought before the Authority in July. After a 30-day public notice, a vote will be taken at the August Authority meeting.

After the budget is presented in July, if anyone wants to meet with Shaun to review the budget in more detail, please let him know.

PACVB:
Don Welch, the CEO of the PACVB, reported he and Jim are working together to strengthen both organizations. Standardizing reports with the Peoria City Manager and City Council is also a top priority. He also reported improvements are being made at the Four Points Sheraton and Starwood, currently the owner, is in the process of training all employees in preparation to sell the property.

Don reported that according to the Destination Marketing Report (DMR), 50% utilization is ideal to show a profit. Commissioner Roesler stressed financial performance must be balanced with responsible stewardship.

Chairman Silverthorn reported the Intergovernmental Agreement with the City is currently being reviewed and may be amended in the near future.

Commissioner Burdess left the meeting at 4:50 pm.

OTHER COMMITTEE REPORTS:
Commissioner Hasinger reported the Strategic Plan has been on hold because of the hotel deal but since the Marriott is now a reality, the Committee will continue their discussions.

OLD BUSINESS:
Commissioner Welch reported representatives from Marriott Corporation will be in town on July 10 to begin discussions on hotel room reservations.

Chairman Silverthorn wants to meet with a representative from EM Properties to discuss the connector plans.
MOTIONS:

APPROVAL TO CLOSE NOMINATIONS:
Commissioner Roesler made a motion to close nominations. It was seconded by Commissioner Unes.  Approved unanimously by voice vote.

APPROVAL OF SLATE OF PROPOSED OFFICERS:
Commissioner Unes made a motion to approve the slate of officers as presented. The motion was seconded by Commissioner Hasinger.  Approved unanimously by voice vote.

DISCUSSION ITEMS:

NEW BUSINESS:

PROPOSED SLATE OF OFFICERS:
Commissioner Unes reported the Nominating Committee recommends the following slate of officers for the 2012/2013 fiscal year:

- Chair: Dan Silverthorn
- Vice Chair: Pat Roesler
- Treasurer: Bob Manning
- Secretary: Laraine Bryson

Chairman Silverthorn opened the floor for other nominations. After three calls and none received, the nominations were closed.

Chairman Silverthorn thanked the Nominating Committee for their recommendations and reported the new officers will begin their terms on July 1, 2012.

The Finance and Capital Committees need one additional member to serve on each committee. If you know of anyone interested, please contact Chairman Silverthorn.

ADJOURNMENT:
The meeting was adjourned at 5:00 pm.