

**COLLINSVILLE METROPOLITAN EXPOSITION
AUDITORIUM AND OFFICE BUILDING AUTHORITY
GATEWAY CENTER
December 14, 2017
Finance Meeting – 6:30 p.m.**

Call to Order

The December 14, 2017 Finance Meeting of the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was called to order at 6:43 p.m. by Bob Kinamore.

Roll Call

MEMBERS:

Present: Bob Kinamore, Mark Steyer, Kim Thebeau and Ginger Trucano

Absent: None

Also present: Cindy Warke, Executive Director and Kim Jones, Director of Finance

Public Input

None

Consent Agenda

Finance Meeting, November 16, 2017

A **MOTION** was made by Trucano and seconded by Steyer to approve the meeting minutes for the Finance Meeting held on November 16, 2017. All were in favor. **MOTION** carried.

Committee Reports

Finance

The Finance Committee audited the monthly financial statements and all items requiring ongoing scrutiny and all of the documents appeared to be in order.

List of extraordinary expenses for the month:

- Regions Commercial Bankcard - \$2,672.83 – Registration & housing at Oglebay Resort for Venue Management School, 6/2/18 – 6/8/18.
- Vault Event Media - \$2,875.00 – Direct mail mailer for 2018 Let's Go Fishing Show.
- IL Press Association - \$1,657.00 – 2x2 ad running in four zones: Central West, Central East, Southwest, Southeast for 2018 Let's Go Fishing Show.
- St. Louis Post-Dispatch - \$4,633.00 – Five ROP print ads, 75,000 digital impressions, mobile GEO location, and exclusive e-blast for 2018 Let's Go Fishing Show.
- 101 ESPN - \$3,900.00 – Radio commercial package for 2018 Let's Go Fishing Show.
- KMOX CBS Radio - \$3,592.00 – (79) radio advertising spots and targeted Facebook KMOX campaign for 2018 Let's Go Fishing Show.
- Hubbard Radio - \$3,681.00 – Jinglefest 2017 radio advertising spots on WIL 92.3 through 12/31/17 for 2018 Let's Go Fishing Show.
- iHeart Media - \$3,705.00 – (219) radio advertising spots on ALT 104.9, KLOU 103.3, The Bull 93.7, Z107.7, for 2018 Let's Go Fishing Show.
- Hufcor – Chicago, Inc. - \$1,882.00 – Preventative maintenance on airwalls.
- Fire Safety, Inc. - \$3,207.51 – Labor and material for hydrotest of kitchen hood system.

- The Knot, Inc. - \$1,200.00 – Wed channel storefront/category page badge for 10/30/17 – 4/29/2018.
- Viviano Heating & Air Conditioning Inc. - \$3,219.00 – Labor & material to replace heat exchangers on RTU #16 and 47.
- Illinois Public Risk Fund - \$10,854.00 – Quarterly worker’s compensation insurance premium.

The total cash on hand in the First Mid-Illinois Bank & Trust Revenue Deposit account less deferred revenue equals \$174,807.35 and total credit card receipts for the month of November are \$45,733.34 thereby creating a shortage of (\$2,114.21).

Forecasted Revenues and Expenses/Actual Comparison Report

Jones prepared and distributed a financial report, which projects long-range year-end revenue and expenses. The report also reflects the actual revenue and expenses up to November 30, 2017.

Unfinished Business

None

New Business

None

Adjournment

There was no further business to come before the board. A **MOTION** was made by Trucano and seconded by Steyer to adjourn the meeting. All were in favor. **MOTION** carried. The Finance Meeting was adjourned at 7:03 p.m.

**The Next Finance Meeting
Thursday, January 18, 2018**