

**COLLINSVILLE METROPOLITAN EXPOSITION
AUDITORIUM AND OFFICE BUILDING AUTHORITY
GATEWAY CENTER
March 16, 2017
Finance Meeting – 6:30 p.m.**

Call to Order

The March 16, 2017 Finance Meeting of the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was called to order at 6:32 p.m. by Jim Ferris.

Roll Call

MEMBERS:

Present: Jim Ferris, Bob Kinamore, Mark Steyer and Ginger Trucano

Absent: None

Also present: Cynthia Warke, Executive Director; Kim Jones, Director of Finance and Tracy Robinette, Director of Human Resources and Administrative Services

Public Input

None

Consent Agenda

Finance Meeting, February 16, 2017

A **MOTION** was made by Trucano and seconded by Steyer to approve the meeting minutes for the Finance Meeting held on February 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 appeared to be in order.

List of extraordinary expenses for the month:

- Belleville News-Democrat - \$1,556.00 – Advertising for August 2017 Gateway Bridal Show.
- WeddingWire - \$3,000.00 – Professional listing on WeddingWire & EventWire networks.
- Cvent - \$4,021.00 – 1 Diamond enhanced listing agreement, 2/1/17-1/31/18.
- Frost Electric - \$1,170.00 – 80 watt LED lights.
- IL Public Risk Fund - \$10,725.00 – Quarterly worker's compensation insurance premium.
- Johnson Consulting - \$10,000.00 – Retainer for Long Range Strategic Plan for Gateway Center/City of Collinsville.

Jones reported the total cash on hand in the First Clover Leaf Revenue Deposit account less deferred revenue equals \$97,483.43 and total credit card receipts for the month of February are \$55,843.87 thereby creating a shortage of \$64,117.62.

Jones informed the committee that the following businesses are behind on paying their Food & Beverage tax: Zapata's (1 month), Ravanelli's (1 month) and 157 Diner (5 months). Jones also informed the committee that the following businesses are behind on paying their Hotel/Motel Tax: La Quinta Inn & Suites (3 months).

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 December 31, 2016.

Directors Report

None

Unfinished Business

None

New Business

None

Adjournment

There was no further business to come before the board. A **MOTION** was made by Ferris and seconded by Steyer to adjourn the meeting. All were in favor. **MOTION** carried. The Finance Meeting was adjourned at 6:57 p.m.

**The Next Finance Meeting
Thursday, April 20, 2017**