

**COLLINSVILLE METROPOLITAN EXPOSITION  
AUDITORIUM AND OFFICE BUILDING AUTHORITY  
GATEWAY CENTER  
May 18, 2017  
Finance Meeting – 6:30 p.m.**

**Call to Order**

The May 18, 2017 Finance Meeting of the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was called to order at 6:31 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, April 20, 2017**

A **MOTION** was made by Trucano and seconded by Kinamore to approve the meeting minutes for the Finance Meeting held on April 20, 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:

- Regions Commercial Bankcard - \$2,340.36 – Final payment for R. Sumrall to attend IAVM 2017 at Oglebay Resort & Conference Center.
- Regions Commercial Bankcard - \$2,540.36 – Venue Management School deposit and final payment for D. Ralleigh to attend IAVM 2017 at Oglebay Resort & Conference Center.
- A & H Mechanical Contracting - \$4,030.00 – Spring preventative maintenance on HVAC system, labor & material for RTU 41 and 45 repairs.
- Focal Pointe Outdoor Solutions - \$3,283.00 – Landscaping installation at Dock A and Brombolich Plaza area.
- Frost Electric Company - \$1,170.00 – Satco S9395 80 watt 100-277 volt LED lights.
- Missouri Meeting & Events - \$2,992.00 – MO/IL online resource directory enhanced list for Summer 2017, Fall 2017, Winter 2017.
- SIUE – Athletics - \$3,250.00 – Annual advertising sponsorship with SIUE Athletics, May 1, 2017 through April 30, 2018.
- Chamber Internet Solutions - \$7,920.00 – Search engine optimization, content, remarketing for conventions/trade shows, mobile campaigns, and Google call forwarding.
- Simplex Grinnell - \$4,195.00 – Fire alarm test and inspection.
- Provident Life & Accident Insurance Co. - \$1,696.00 – Life insurance for C. Warke.

- West Bend Mutual Insurance - \$24,098.00 – Commercial & auto insurance renewal for 6/1/17 – 12/1/17.

Jones reported the total cash on hand in the First Mid-Illinois Bank & Trust Revenue Deposit account less deferred revenue equals \$178,614.84 and total credit card receipts for the month of April are \$36,169.32 thereby creating a shortage of (\$14,571.33).

Jones informed the committee that the following businesses are behind on paying their Food & Beverage tax: Golden Corral (2 month), Gateway Fun Park (1 months), Ramon's (1 month), Ravanelli's (1 month), Zapata's (1 month) and 157 Diner (7 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 March 31, 2017.

#### **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 Kinamore and seconded by Steyer to adjourn the meeting. All were in favor. **MOTION** carried. The Finance Meeting was adjourned at 6:55 p.m.

**The Next Finance Meeting  
Thursday, June 15, 2017**