

**COLLINSVILLE METROPOLITAN EXPOSITION  
AUDITORIUM AND OFFICE BUILDING AUTHORITY  
GATEWAY CENTER  
August 17, 2017  
Finance Meeting – 6:30 p.m.**

**Call to Order**

The August 17, 2017 Finance Meeting of the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was called to order at 6:30 p.m. by Mark Steyer.

**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, July 20, 2017**

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

- Johnson Consulting - \$10,000.00 – Phase 2 – Strategic recommendations for Long Range Strategic Plan for Gateway Center.
- Midwest Meetings - \$1,625.00 – Advertising package, includes magazine ad in Fall 2017, 2018 Guide Book, and 4 e-newsletters.
- Social Tables - \$6,900.00 – (7) annual license, floor plan conversion, and setup fee for event diagram software.
- C.J. Schlosser & Company, L.L.C. - \$10,000.00 – Interim billing for examination of books and records and preparation of audited financial statements for FY'17.
- Vault Event Media - \$2,288.50 – Annual promo items.

Jones reported the total cash on hand in the First Mid-Illinois Bank & Trust Revenue Deposit account less deferred revenue equals \$270,903.66 and total credit card receipts for the month of July are \$34,558.73 thereby creating an overage of \$121,211.89.

Jones informed the committee that the following business is behind on paying their Food & Beverage tax: 157 Diner (1 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 June 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 Ferris and seconded by Trucano to adjourn the meeting. All were in favor. **MOTION** carried. The Finance Meeting was adjourned at 6:51 p.m.

**The Next Finance Meeting  
Thursday, September 21, 2017**