

COLLINSVILLE METROPOLITAN EXPOSITION
AUDITORIUM AND OFFICE BUILDING AUTHORITY
GATEWAY CENTER
January 19, 2017
Regular Board Meeting – 7:00 p.m.

Call to Order

The January 19, 2017 Regular Board Meeting of the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was called to order at 7:00 p.m. by Mark Steyer.

Roll Call

MEMBERS:

Present: John Bitzer, Jim Ferris, Bob Kinamore, Fontez Mark, Mark Steyer and Kevin Weinacht

Absent: Kim Thebeau, Mark Schusky and Ginger Trucano

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

Public Input

None

Consent Agenda

Motion to Approve Board Minutes of the December 15, 2016 Regular Board Meeting and December 19, 2016 Special Board Meeting

A **MOTION** was made by Ferris and seconded by Mark to approve the Regular Board Meeting Minutes on December 15, 2016 and the Special Board Meeting on December 19, 2016. All were in favor. **MOTION** carried.

Motion to Approve Payment of Obligations for the Period Ending December 2016

A **MOTION** was made by Ferris and seconded by Bitzer to approve payment obligations for the period ending December 2016. All were in favor. **MOTION** carried.

Committee Reports

Finance

The following transfers for December 2016 obligations are:

From the Revenue Deposit Account, to the Operating Account - \$166,570.49

From the Revenue Deposit Account to the Principal & Interest Account - \$12,638.49

From the Credit Card Account, to the Principal & Interest Account - \$50,007.24

Building/Capital Purchases/Site/Vehicle

None

Personnel/Benefit/Retirement/Grievance/By-Law

Warke informed the board that Addelyn Bradford recently accepted the position of Sales Manager and is anticipated to start on January 30, 2017. Bradford will be managing Gateway Center's convention and meeting markets.

Marketing/Public Relations

None

Director's Report

Economic Impact Study

Warke directed the board's attention to the Economic Impact Analysis prepared by Johnson Consulting. She said the study is very impressive. For FY 2016, the convention center generated an estimated total of \$36,000,000 in economic impact within the community. This amount accounts for Direct, Indirect and Induced Spending. Warke encouraged members of the board to take the time to scrutinize the analysis.

City Presentation

Warke anticipates both she and consultant Charlie Johnson making a presentation to the Collinsville City Council in February. At such time, Johnson is anticipated to present an overview of the Economic Impact Analysis, along with the Long-range Strategic Plan for the convention center.

Capital Bill Grant

Warke reported that the initial 25% of the grant, which represents a total of \$156,250, was recently received. These funds are earmarked for renovations to the older sections of the facility, which includes the main lobby, conference wing, LaSalle and PreFunction area. The balance of the grant funds will be utilized for additional capital projects such as the renovation of the dressing rooms, installation of a new parking lot, etc. Gateway Center will be required to submit the invoices for these additional projects, and then will be reimbursed by Illinois Department of Commerce and Economic Opportunity.

Unfinished Business

None

New Business

Selection of 2018 Festival of Trees Recipient

Warke reported that the Friends of the D.D. Collins House have withdrawn their application for the 2018 Festival of Trees; however, the Collinsville Junior Service Club would like to be considered. The festival proceeds would be utilized to make improvements to a pavilion in Glidden Park. The improvements include needed repairs to water fountains, lights, electrical, roof, BBQ grills and other miscellaneous projects.

A **MOTION** was made by Ferris and seconded by Kinamore to approve the Collinsville Chapter of the Junior Service Club as the Festival of Trees 2018 recipient contingent upon CARD's approval of the proposed projects related to Glidden Park and confirmation that the balance of the festival proceeds will be utilized for projects that benefit the community of Collinsville. All were in favor. **MOTION** carried.

Resolution #431 – A Resolution Authorizing the Opening of a Bank Account

Jones stated that the Illinois Department of Commerce and Opportunity requires the Capital Bill grant funds be held in an interest bearing account. In effort to provide a clean paper trail of all grant related transactions, staff is recommending that a separate bank account be opened for this specific purpose.

A **MOTION** was made by Kinamore and seconded by Ferris to approve Resolution #431. Roll Call was taken. All were in favor. **MOTION** carried

Executive Session

None

Adjournment

There was no further business to come before the board. A **MOTION** was made by Ferris and seconded by Mark to adjourn the Regular Board Meeting. All were in favor. **MOTION** carried. The Regular Board Meeting was adjourned 7:32 p.m.

**The Next Regular Board Meeting
Thursday, February 16, 2017**