

**COLLINSVILLE METROPOLITAN EXPOSITION  
AUDITORIUM AND OFFICE BUILDING AUTHORITY  
GATEWAY CENTER  
February 16, 2017  
Regular Board Meeting – 7:00 p.m.**

**Call to Order**

The February 16, 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 Schusky, Mark Steyer, Kim Thebeau and Ginger Trucano

Absent: Kevin Weinacht

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

**Public Input**

None

**Fishing Show Report**

Warke stated the Fishing Show Report was included in the board meeting packets.

Warke reported that vendor participation increased from 120 vendors at the January 2016 show to 127 vendors in January 2017.

Warke stated that there was an increase in total revenue for the show. For the January 2016 show total revenue was \$102,016.87 compared to a total revenue amount of \$114,861.26 for the January 2017 show. Total expenses for the January 2016 show was \$44,856.98 compared to \$51,430.21 for the January 2017 show. The net profit for the January 2017 show was \$63,431.36 compared to a net profit amount of \$57,159.89 for the January 2016 show. This was a record breaking year for attendance with a total of 9,840 people.

Warke stated Jamie Lane, Director of Sales and Marketing always does an outstanding job with managing and coordinating the countless details associated with the Fishing Show.

**Gateway Bridal Show Presentation (January 26, 2017)**

Warke reported that exhibitor participation decreased from 111 vendors at the January 2016 show to 100 vendors in January 2017. Overall attendance at the show increased from 935 people in 2016 to 973 in 2017. Sixty-five percent of the brides were from Illinois and 34 % of the brides from Missouri that attended the show.

Warke stated that there was a slight decrease in total revenue for the show. For the January 2016 show total revenue was \$45,947.69 compared to a total revenue amount of \$41,660.88 for the January 2017 show. Total expenses for the January 2016 show were \$12,123.59 compared to \$11,295.12 for the January 2017 show. The net profit for the January 2017 show was \$30,365.10

compared to a net profit amount of \$33,824.10 for the January 2016 show. Warke stated that Cassie Duncan did another great job of producing a successful event.

Warke said she is consistently impressed with the way both Duncan and Lane continually incorporate new features to each of their shows that consistently generate positive results.

### Consent Agenda

#### **Motion to Approve Board Minutes of the January 19, 2017 Regular Board Meeting**

A **MOTION** was made by Mark and seconded by Kinamore to approve the Regular Board Meeting Minutes on January 19, 2017. All were in favor. **MOTION** carried.

#### **Motion to Approve Payment of Obligations for the Period Ending January 2017**

A **MOTION** was made by Ferris and seconded by Trucano to approve payment obligations for the period ending January 2017. All were in favor. **MOTION** carried.

### Committee Reports

#### **Finance**

The following transfers for January 2017 obligations are:

From the Revenue Deposit Account, to the Operating Account - \$176,337.77

From the Revenue Deposit Account, to the Principal & Interest Account - \$4,223.32

From the Credit Card Account, to the Principal & Interest Account - \$65,313.81

#### **Building/Capital Purchases/Site/Vehicle**

None

#### **Personnel/Benefit/Retirement/Grievance/By-Law**

Thebeau reported that a Personnel Committee Meeting will be held to discuss FY'18 personnel related budget items on Monday, February 20, 2017.

#### **Marketing/Public Relations**

Warke stated that a final Revenue & Expense Report for the 2016 Festival of Trees was included in the board meeting packets. She added, that a meeting was recently held to recap the 2016 festival and that meeting participants include the recipient organizations for 2016, 2017 and 2018.

### Director's Report

#### **City of Collinsville Presentation**

Warke reported that representatives of Johnson Consulting did an exceptional job of presenting an overview of the Economic Impact and Fiscal Analysis to the Collinsville City Council.

The board members that attended the presentation all agreed with Warke.

Warke stated that the next step will entail the Collinsville City Council taking formal action on February 27, 2017, in reference to Gateway Center's request for TIF funding to cover the cost of the strategic plan. She said she is extremely anxious to begin this project.

#### **Verizon**

Warke has reviewed the Verizon contract and has given the agreement terms thoughtful consideration. Verizon will cover all of the expenses associated with construction, installation and maintenance of the DAS. The DAS will enhance the strength of cell phone signal throughout the

facility. The agreement currently reads that Verizon shall have the exclusive right to sublicense other carriers or third parties to connect their equipment to and use the DAS. The sublicensee shall be required to enter into an agreement with Gateway Center for use of any space on the premises of the convention center. Warke stated that she needs to investigate several important matters related to the Verizon proposal to ensure that terms of the contract do not unreasonably prevent other cell phone providers from entering into a sublicensee with Verizon.

Warke recently updated Mitch Bair, City Manager for the City of Collinsville in regard to this matter. She told Bair that she plans to continue discussions in reference to the possibility of Verizon constructing a cell phone tower on the convention center's premises. If Verizon has no interest in pursuing the construction of a tower, Warke wants to make certain that the agreement between Gateway Center and Verizon includes language that gives Center Management the right to enter into an agreement with another party to include a cell phone provider or broker.

Steyer asked if Verizon would be running its own fiber into the facility.

Robinette said this point was discussed at a meeting with representatives of Verizon but that this aspect of the project has not been decided.

Warke said she will keep the board abreast of any new developments concerning this matter.

#### Unfinished Business

None

#### New Business

**Resolution #432 – A Resolution Authorizing the Authority to Enter into an Agreement with C.H. Johnson Consulting, Inc.** A **MOTION** was made by Schusky and seconded by Trucano to approve Resolution #432 contingent upon the Collinsville City Council approving Gateway Center's TIF request in connection with the preparation of a Long-Range Strategic Plan. 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 Trucano to adjourn the Regular Board Meeting. All were in favor. **MOTION** carried. The Regular Board Meeting was adjourned 7:31 p.m.

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