



David S. Palmer Arena  
100 West Main Street  
Danville, Illinois 61832

**VERMILION COUNTY METROPOLITAN EXPOSITION AND  
OFFICE BUILDING AUTHORITY**

**BOARD OF DIRECTORS MEETING**

Wednesday, January 27, 2021  
5:30 p.m.  
Room 127 – David S. Palmer Arena

**Anyone who would like to address the Committee is welcome to do so**

**AGENDA**

		Page	Presenter	Time Limit
I.	CALL TO ORDER		John Spezia	3 min
II.	PLEDGE OF ALLEGIANCE			
III.	ROLL CALL			
IV.	APPROVAL OF MINUTES (12-16-2020)	2-3	All	3 min
V.	PUBLIC COMMENTS			5 min
VI.	PRESENTATION BY DR. STEVEN NACCO – DACC & STRATEGIC PLANNING			10 min
VII.	COMMITTEE REPORTS			20 min
	o Building & Grounds – Minutes 12.16.20 & 1.20.21	4-7	Maruti Seth	
	o Security Camera	8		
	o Finance Committee – Minutes 12.16.20 & 1.20.21	9-12	Dean Shore	
	o Financial Report	13-15		
	o DHS Advertisement	16-17		
	o Filing of ERC			
VIII.	NEW BUSINESS			20 min
	o Resignation of Corporate Counsel	18		
	o Resignation of Board Member			
	o Resignation of Human Resource Manager			
	o Fresh Start of Arena		Maruti Seth	
	o Future Hockey Leagues at Arena		Maruti Seth	
	o Phone System		Tara Auter	
	o Open Skating Price Increase		Joe Dunagan	
IX.	OTHER BUSINESS			
	o Executive Session			30 min
X.	NEXT MEETING: February 24, 2021 - 5:30 p.m.		John Spezia	
XI.	ADJOURNMENT		All	

**Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority**

Minutes of the Board of Directors

December 16, 2020 – 5:30 p.m.

**Present:** John Spezia, Chairperson; Tara Auter, Catlin Crozier, Scott Dowers, O. J. Harrison, Bob Iverson, Ken Salomon, Maruti Seth, and Dean Shore.

**Absent:** Bill Black and Gil Saikley.

**Attending:** Joe Dunagan, Bill Townsley, Stephanie Wilson, and Teri Gaffney.

**Call to Order:** John Spezia called the meeting to order at 5:30 p.m.

**Pledge of Allegiance:** The Pledge of Allegiance was recited by the members.

**Roll Call:** The roll call was taken. A quorum was present.

**Approval of Minutes:** The Minutes of the meeting of the meeting of the Board of Directors of November 18, 2020, were reviewed. ***It was moved by Dean Shore, seconded by Ken Salomon, and carried to approve the Minutes of the meeting of the Board of Directors of November 18, 2020, as presented.***

**Public Comments:** None received.

**Executive Session:** ***It was moved by Dean Shore, seconded by Catlin Crozier, and carried to recess into Executive Session to discuss Personnel and the Audit process.*** Joe Dunagan was excused from the meeting. (5:37 p.m.)

The Board Meeting reconvened into regular session at 6:35 p.m.

**COMMITTEE REPORTS –**

**Events Committee –** The minutes of the meeting of December 9, 2020 were available for review by the members. The Committee would like to have a grand reopening of the ice but until more direction as to when the arena may open is given by the State of Illinois, moving forward with plans is challenging. There was discussion on the types of events that we could host after the pandemic and it was acknowledged that we would need cosponsors to share in the expense.

**Building and Grounds Committee –** The minutes of the Building & Grounds Committee meeting of November 18, 2020, were available for review. Maruti Seth reported that the Committee had also met immediately prior to the Board meeting. The concrete for the storage building will be poured next week and there is material in the cement that accommodates for the colder temperatures. Water will be added to the rink on Friday. The seating project is underway, and we are still awaiting the installation of the doors and dehumidifiers.

**Finance Committee** – The minutes of the Finance Committee meeting of November 18, 2020 were available for review. The Committee also had met just prior to the meeting of the Board of Directors. Mr. Shore gave an overview of the Financial report and the Hegeler Bequest. It is believed that monies will still be available once the ice project is complete.

There was a request to purchase a suction cup vacuum lifter. Mr. Shore will contact Mr. Saikley to seek approval to purchase that system with the Hegeler Bequest funds.

***It was moved by Dean Shore, seconded by Catlin Crozier, and carried to approve the issuance of additional \$200 per employee for the holiday.***

The Arena will need to begin replacing/upgrading the current computer system. Premier has provided a proposed replacement program ***It was moved by Catlin Crozier, seconded by Maruti Seth, and carried to purchase two (2) computers now, two (2) computers in two months and an additional two (2) computers in four months.*** Other prices will be researched but the preference is to purchase the computers through a local vendor. It was acknowledged that the Arena will still need to improve its internet service. Catlin Crozier will seek to set up a meeting with Craig Bertram and the Arena officials to explore another internet provider.

**NEW BUSINESS** – None reported.

**OTHER BUSINESS –**

**Governor's Mandate** – Mr. Dunagan reviewed the expenses that the Arena will incur once the ice is fully functional. The area organizations have been surveyed to determine interest once we have ice and the Danville Youth Hockey league as well as the Champaign Youth Hockey have both expressed interest in utilizing the ice as well as the NTOHL. The Dashers indicated this morning that they are hoping to begin play in February. The steps we need to abide under the Governor's Mandate were reviewed.

***It was moved by Catlin Crozier, seconded by Dean Shore, and carried to have two (2) ad hoc committees appointed by the Chairman of the Board of Directors, one for 'Audit' and one for 'Human Resources'.***

**NEXT MEETING** – The next meeting of the Board of Directors will be at 5:30 p.m. on Wednesday, January 27, 2021.

**ADJOURNMENT** – There being no further business, the meeting was adjourned at 7: 05 p.m.

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John Spezia, Chairperson



**Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority**

Minutes of the Monthly Meeting of the  
Building & Grounds Committee

December 16, 2020 – 5:00 p.m.

Present: Maruti Seth, Chairperson; Scott Dowers, Ken Salomon, Dean Shore and John Spezia.

Absent: Bill Black and Gil Saikley.

Attending: Joe Dunagan, Stephanie Wilson, Don Wright and Teri Gaffney.

Maruti Seth called the meeting to order at 5:00 p.m. A quorum was present.

**APPROVAL OF MINUTES** - The Minutes of the meeting of the Building & Grounds Committee meeting of November 18, 2020, were reviewed by the members. ***It was moved by Dean Shore, seconded by Ken Salomon, and approved to accept the minutes of the Building & Grounds Committee meeting of November 18, 2020 as presented.***

**PUBLIC COMMENTS** – None received.

**OLD BUSINESS -**

**Status Storage Building:** Don Wright reported that the concrete for the storage building will be poured next week. The power company was here today as well.

**Status of Ice Project:** The arena floor is at 12-degrees now and we will add water on Friday morning.

**Status of Seating Project:** The bleachers project is about halfway complete.

**Status of Doors Project:** Mr. Wright reported they are still awaiting the project to be completed.

**Status of Concession Stand Project:** The electrical has been completed and a new water heater has been ordered. We will be replacing the countertops as the present countertops are over 20 years old and have a lot of cracks in them. The health department was here a couple of weeks ago.

**Status of Dehumidifiers:** The installation of the dehumidifiers will begin in January.

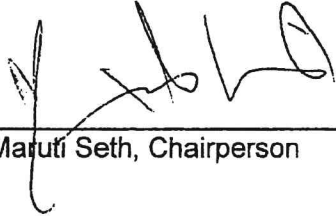
**NEW BUSINESS – None reported.**

**OTHER BUSINESS** – It was acknowledged that although ice project has been delayed, the Arena will save approximately \$6,000 in its electricity expenses.

*Building & Grounds Committee*  
*December 16, 2020*  
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**NEXT MEETING** - The next meeting of the Building & Grounds Committee is scheduled for January 20, 2021.

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 5:15 p.m.



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Maruti Seth, Chairperson

**Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority**

Minutes of the Monthly Meeting of the  
Building & Grounds Committee

January 20, 2021 – 5:30 p.m.

Present: Maruti Seth, Chairperson; Scott Dowers, Ken Salomon, Dean Shore and John Spezia.

Absent: Bill Black and Gil Saikley.

Attending: Joe Dunagan, Bill Townsley, Stephanie Wilson, Don Wright and Teri Gaffney.

Maruti Seth called the meeting to order at 5:30 p.m. A quorum was present.

**APPROVAL OF MINUTES** - The Minutes of the meeting of the Building & Grounds Committee meeting of December 16, 2020, were reviewed by the members. ***It was moved by Dean Shore, seconded by Ken Salomon, and approved to accept the minutes of the Building & Grounds Committee meeting of December 16, 2020 as presented.***

**PUBLIC COMMENTS** – None received.

**OLD BUSINESS -**

**Status Storage Building:** Don Wright reported that the concrete for the storage building was poured and he is waiting to hear from the company as to the progress of the building.

**Status of Ice Project:** Mr. Wright reported that they have made ice but without the lines and logo until the full ice is needed.

**Status of Seating Project:** The bleachers have been installed on the west end of the arena. It is not believed that we will lose any seating with these bleachers.

**Status of Doors Project:** Mr. Wright reported they are still awaiting the project to be completed.

**Status of Dehumidifiers:** There has been a delay in the installation of the dehumidifiers but anticipated to begin soon.

**NEW BUSINESS –**

**Security Cameras** – A proposal for the purchase of a new security camera system for the price of \$1,217.61 was reviewed. This system will have 16 cameras. Many of the cameras in the present system are not working. The cost to install the system was not included in the quote. It was suggested that a quote for labor be secured. It was also suggested that Amazon be researched for similar products for cost comparisons.

**OTHER BUSINESS** – None noted.

*Building & Grounds Committee*  
*January 20, 2021*  
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**NEXT MEETING** - The next meeting of the Building & Grounds Committee is scheduled for February 17, 2021.

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 5:45 p.m.

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Maruti Seth, Chairperson

**Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority**

Minutes of the Monthly Meeting of the  
Finance Committee

December 16, 2020

Present: Dean Shore, Chairperson; Scott Dowers, Ken Salomon, Maruti Seth and John Spezia.

Absent: Bill Black and Gil Saikley.

Attending: Joe Dunagan, Stephanie Wilson, Don Wright and Teri Gaffney.

Dean Shore called the meeting to order at 5:15 p.m. A quorum was present.

**APPROVAL OF MINUTES** – The Minutes of the meeting of the Finance Committee meeting of November 18, 2020, were reviewed by the members. **It was moved by Maruti Seth, seconded by Ken Salomon, and carried to approve the Minutes of the November 18, 2020 meeting of the Finance Committee as presented.**

**PUBLIC COMMENTS** – None received.

**REVIEW OF FINANCIAL REPORT** – Dean Shore reviewed the Financial Report.

**Update on Hegeler Bequest** – There is approximately \$370,000 remaining in the Hegeler Bequest. It is anticipated that there will be a surplus of \$106,000 once the additional costs are paid.

**Purchase request** – A request to purchase a suction cup vacuum lifter was reviewed. This system will be used to remove and replace the glass on the glass boards. Due to the weight of the glass, this has become a safety issue. Mr. Shore will seek approval to purchase this system through the Hegeler bequest.

**Holiday Bonus For Employees** - This item was deferred to the Board meeting discussion.

**Best of Danville Advertisement** – There was a request to purchase advertising for *Best of Danville* at a cost of \$99. It was the consensus of the members to not participate in this advertising program.

**Computer Replacement Program** – Joe Dunagan presented a replacement program for computers. There is an immediate need to secure a laptop for the Treasurer and the next computer will be for the Don Wright's office. Mr. Dunagan gave an overview of the inventory of existing computers. Mr. Salomon will reach out to a contact of his for pricing. ***It was the consensus of the members that if a better pricing could not be obtained by Mr. Salomon that the purchasing plan be accepted as presented.***

**Loan Documents, Investment Account Documents and Bank Account Documents** – Reviewed with no comment.



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*December 16, 2020*  
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**Reza the Illusionist** – A proposal by Skyline Entertainment for REZA, an illusionist, was reviewed. The cost is \$12,500 plus expenses. After discussion, it was the consensus of the members to defer any commitment on this until 2021.

**OTHER BUSINESS** – None reported.

**SUMMARY OF KEY POINTS** – Mr. Shore will seek approval of the suction cup vacuum system through the Hegeler Bequest.

**NEXT MEETING** - The next meeting of the Finance Committee will be January 20, 2021.

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 5:30 p.m.

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Dean Shore, Chairperson

**Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority**

**Minutes of the Monthly Meeting of the  
Finance Committee**

January 20, 2021

Present: Dean Shore, Chairperson; Scott Dowers, Ken Salomon, Maruti Seth and John Spezia.

Absent: Bill Black and Gil Saikley.

Attending: Joe Dunagan, Bill Townsley, Stephanie Wilson, and Teri Gaffney.

Dean Shore called the meeting to order at 5:50 p.m. A quorum was present.

**APPROVAL OF MINUTES** – The Minutes of the meeting of the Finance Committee meeting of December 16, 2020, were reviewed by the members. **It was moved by Maruti Seth, seconded by Ken Salomon, and carried to approve the Minutes of the December 16, 2020 meeting of the Finance Committee as presented.**

**PUBLIC COMMENTS** – None received.

**REVIEW OF FINANCIAL REPORT** – Dean Shore reviewed the Financial Report. The January income from the City has not yet been received but it is believed that we will have about \$90,000 in reserves. From the Hegeler bequest, the doors, dehumidifiers and storage building will still need to be paid. Once those are paid, we anticipate a surplus of approximately \$103,000. Those monies can be moved to the cash reserves once the ice project is completed.

It is believed that the power bill will be approximately \$10,000 a month once the ice is fully up. The revenues of youth hockey should cover the expense of the ice. Additionally, there should be revenues from the U of I hockey as well as room rentals. Both Danville Youth Hockey and Champaign Youth Hockey have committed to use this ice. The ice has been 'tested' to about one inch. Once we can fully open, we will include the markings in the ice. It was reported that we can possibly have youth wrestling as soon as the end of the March and they have also offered to pay for four weekends in April. There was discussion as to our 'responsibility' to wrestling participants and spectators under the anticipated guidelines as directed by the State of Illinois.

**OLD BUSINESS** – None

**NEW BUSINESS:**

**DHS Advertisement** - Danville High School submitted a request for the Arena to place an ad in the yearbook. It can range from \$30 to \$200. It was noted that there is no official 'sponsorship' budget. There will likely be requests from other school organizations. **It was moved by Maruti Seth, seconded by Ken Salomon, and carried to pay \$200 for a full-page ad in the DHS yearbook that focuses on our new ice.**

**Scott Harden of Grandstand Concerts** – Scott Harden of Grandstand Concerts gave a presentation. His company focuses on concert promotions in the Central Illinois area. Its strength is building a concert which includes assisting with the selling of sponsorships. His proposal would be to contract with the Arena to provide three concerts beginning in the fall with three different genres of music. The cost could vary from \$75,000 to \$100,000. We would need to provide 50% of the fee at the time of contracting the concert.

Mr. Harden was thanked for his presentation and the members will discuss this at its next Board meeting.

**Employee Retention Credit (ERC)** – Greg Tissier gave an overview of the work that has been performed to date to secure the Employee Retention Credit through the IRS. It is believed that the Arena will qualify for five of the six criteria. Attorney Townsley and Phil Muehl of CliftonLarsenAllen have been consulted regarding the ERC and it was believed that it is worthy to pursue. If the Arena is successful in obtaining the credit, it is suggested that the monies be set aside. We must file for this credit no later than the end of the month. Mr. Tissier stated that he presently has \$4,000 of work into the project and it is anticipated that another \$3,500 in expense will be incurred. After discussion, it was the consensus of the member to discuss this more fully at the Board meeting on January 27<sup>th</sup> and Mr. Tissier will be advised of the Board's decision as soon as possible.

**Insurance Quote** – Deferred.

**Security Camera** – Deferred.

**Website Development Proposal** – Deferred.

**OTHER BUSINESS** – None reported.

**NEXT MEETING** - The next meeting of the Finance Committee will be February 17, 2021.

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 7:10 p.m.

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Dean Shore, Chairperson