



Vermilion County Metropolitan Exposition  
 Auditorium and Office Building Authority  
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**VERMILION COUNTY METROPOLITAN EXPOSITION  
 AUDITORIUM AND OFFICE BUILDING AUTHORITY**

**BOARD OF DIRECTORS MEETING**  
**Wednesday, October 20, 2021**  
**5:30 p.m.**  
**Room 127 – David S. Palmer Arena**

Anyone who would like to address the Board 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 (09.22.21)	2-4	All	3 min
V.	PUBLIC COMMENTS			5 min
VI.	COMMITTEE REPORTS			15 min
	o Finance Committee –			
	o <b>September Deposits/Debits/Bills Paid/AR</b>	5-20		
VII.	OLD BUSINESS			15 min
	o Concert Update			
	o Bobcats Update			
	o Ice Rink Update			
	o ERTC Funds/Update			
	o ERTC Proposal w/Tissier			
	o Board Retreat - Pending			
	o Outsourcing of Concessions			
VIII.	NEW BUSINESS			15 min
	o Presentation by <del>John Cichl</del> of Venuworks <i>Scott Shannakey</i>			
IX.	OTHER BUSINESS			10 min
	o Executive Session			
X.	NEXT MEETING: November 24, 2021 - 5:30 p.m.			
XI.	ADJOURNMENT		All	

Vermilion County Metropolitan Exposition Auditorium  
And Office Building Authority

Minutes of the Board of Directors  
September 22, 2021 – 5:30 p.m.

- Present:** John Spezia, Chairperson; Tara Auter, Scott Dowers, O. J. Harrison, Ken Salomon, Maruti Seth, and Dean Shore.
- Absent:** Bill Black, Catlin Crozier and Carley Fredericks.
- Attending:** Joe Dunagan, Andrew Mudd, Stephanie Wilson, Don Wright, and Teri Gaffney.
- Guests:** Kelly Miller.
- Call to Order:** John Spezia called the meeting to order at 5:51 p.m.
- Pledge:** The Pledge of Allegiance was recited by the members.
- Roll Call:** The roll call was taken. A quorum was not present.

**Approval of Minutes:** The Minutes of the meetings of the Board of Directors of August 2, 2021, were reviewed. *It was moved by Dean Shore, seconded by Scott Dowers, and carried to approve the Minutes of the meeting of the Board of Directors of August 2, 2021, as presented.*

**PUBLIC COMMENTS** – None received.

**COMMITTEE REPORTS** –

**Finance Committee** - Dean Shore reported that there is approximately \$161,000 remaining in the Hegeler funds. From those monies, approximately \$65,000 will be paid to Total Mechanical. Hegeler. This will allow sufficient funds for the signage that the Arena will purchase.

**Deposits/Debits/Bills Paid** - The August deposits, debits, credit card charges, and bills paid were reviewed and highlighted. It was reported that the Arena just received its monthly share of the hotel/motel tax from the City of approximately \$72,000. The total cash reserves are approximately \$156,000 with Accounts Receivable of approximately \$24,000. *It was moved by Maruti Seth, seconded by Scott Dowers, and carried to accept the August deposits, debits, credit card charges and bills paid as presented.*

**Concert Expenses** – It was reported that the Arena will need to pay \$40,000 soon and the additional monies of \$40,000 will be due the day of the concert. The contract will need to be signed by the Chairman of the Board following the review of Mr. Dowers and/or Mr. Salomon. *It was moved by Scott Dowers and seconded by Ken Salomon and carried that the Chairman of the Board be authorized to execute the agreement.*

The additional \$35,000 will be due the date of the concert as well. It was asked when we would be able to access the monies from the ticket sales and it was learned that the payout will be the following Wednesday, which allows for any disputed charges that may come.

The promoters have indicated that they are pleased with the sales. There will be a meeting with the promoters tomorrow and the promotion of the event will be done by a new marketing and advertising team. Mr. Salomon stated that they are now working on sponsorships and the goal is to raise \$20,000 by selling eight packages at \$3,500 for a package. A sponsorship would include media coverage, an introduction on stage and 14 tickets for the event. Three packages have already been sold by Ken and Scott and they are challenging the other Board Members to sell packages as well.

Another idea discussed is to have food trucks rent space outside the arena for the event. If alcohol is sold outside the arena prior to the event, we would also need to rent outdoor restrooms. In order to sell alcohol outside of the arena, there may be an issue of additional alcohol permits. We would also need to talk with our Security team to determine what we may need to do.

**Audit Update** – BKD Auditors are working on Phase 2 of the audit and the Arena is sending the requested documents for 2017.

**2019/20 – 2020/21 Audit** – Once the audit is completed by BKD Auditors, our regular audits will be completed.

**ERTC Funds** – It was reported that \$50,000 has been received from the IRS and we will be setting those funds into a special account as the IRS has five years in which to request the return of those funds.

**ERTC Proposal with Tissier** – Mr. Shore is working with Mr. Tissier on the final agreement.

#### **OLD BUSINESS:**

**Signage Bids:** The bids for the signage were reviewed. Two bids were received: Barber & DeAtley for \$91,720 and United Signs for \$76,766. Both companies have been evaluated by our legal counsel. The turnaround time for the sign will be approximately four months. ***It was moved by Maruti Seth, seconded by Scott Dowers and carried to accept the bid for the signage from United Signs in the amount of \$76,766 and that either the Chairman of the Board or the General Manager may execute the final agreement.***

**Ice Rink Update** – It was reported that we anticipate beginning to make the ice on October 3<sup>rd</sup>. Don Wright has reviewed the final checklist with Total Mechanical.

**Board Retreat** – The presenters have requested to do the retreat via Zoom. After discussion, it was the consensus of the members that we will delay a board retreat at the present time.

**NEW BUSINESS:**

**Resignation of Board Member** – Bob Iverson's resignation was reviewed. Mr. Iverson will remain on the City Council. The Mayor is seeking a replacement for his position on the Board.

**Outsourcing Concessions** – Mr. Dunagan reported that the Arena is looking at options to outsource our concessions work. More information will be presented at a future meeting.

**Event Scheduling – Bobcats Agreement** – Mr. Kelly, Miller, the Vice President of Business Operations for the Vermilion County Bobcats was present. Mr. Miller expressed concern with the events that have been scheduled on the ice rink which may take away from the time that the Bobcats may utilize the ice. He indicated that there were 72 out of the 193 days that the team may need to travel as the ice will be covered.

Mr. Miller further stated that he had concerns that the Arena may not have the right personnel in place for when the ice needs to be covered. He noted that the Arena had scheduled events such as the Cheerleading event, the Kiwanis Pancake Day, the Kevin Costner concert, Festival of Trees and a wrestling tournament which Mr. Miller believes is detrimental to the ice and prohibits valuable practice time from the Bobcats. He indicated that he believes that some of those events could easily be moved to other dates

It was reported that the dates of the events had been given to the Bobcats in advance, but Mr. Miller does not believe that all events had been identified initially and that the revisions to the calendar has greatly inhibited the Bobcats' ability to have safe practice time.

It was the consensus of the members that they were anxious to work through these issues. The Board will review the calendars and work with the General Manager to come to a reasonable resolution of the concerns. It was recommended that the Arena may want to take a more active role in the schedule process in the next year and Attorney Mudd recommended that the General Manager attend the major meeting next year when the team schedules are set.

**Comp Tickets for Board Members** – deferred.

**OTHER BUSINESS:**

**Executive Session** – As there was not a need for an Executive Session, this was deferred.

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

**ADJOURNMENT** – There being no further business, the meeting was adjourned at 7:30 p.m.