

FINANCE COMMITTEE MEETING MINUTES

March 21, 2017

11:30 AM - 2nd floor conference room – Peoria Civic Center

PRESENT:	PRATIMA GANDHI	PEORIA CIVIC CENTER AUTHORITY
	ROBERT MANNING	PEORIA CIVIC CENTER AUTHORITY
	JIM SCROGGINS	CITY OF PEORIA
	ANNE CLAYTON	PEORIA CIVIC CENTER
	DANETTE SNOPEK	PEORIA CIVIC CENTER
	DAWN HOLLY	PEORIA CIVIC CENTER
	ANDREW VANDEWEGHE	PEORIA CIVIC CENTER
	BEN HOLETON	PEORIA CIVIC CENTER
	WILL KENNEY	PEORIA CIVIC CENTER
	JESSICA MCMULLIN	PEORIA CIVIC CENTER
	ERIN SCHAEFER	PEORIA CIVIC CENTER
	BEAU SUTHERLAND	PEORIA CIVIC CENTER

Call to Order

The meeting was called to order by Pratima Gandhi at 11:35 am.

Finance Meeting Minutes

Robert Manning made a motion to approve the minutes from the February 21, 2017 meeting.

It was seconded by Jim Scroggins. The motion was passed unanimously.

New Business –

February 2017 Financial Statements

Danette Snopek reported 63 event days versus a budget of 74. Event income for the month was over budget by \$44,213 and operating income was over budget by 55,238 for the month. In the convention center, sixteen banquets occurred versus thirteen budgeted and two meetings versus nine. The trade show Mid-West Truckers exceeded budget. In the arena, concerts and the new entertainment event X-treme International Ice Racing exceeded budget. Seven Rivermen games occurred versus a budget of six due to one re-scheduled game from January. In the theater, The Head and the Heart concert financially exceeded the budget for two concerts this month due to a nearly sold out show. The Daniel Tiger family show also substantially beat the budget in this category for February. Other Income met budget for the month. The HRA to the Peoria Civic Center was under budget this month by \$122,177. The city reported to Danette Snopek that numerous hotels are currently delinquent more than one month. The year to date reprojected operating loss is down \$10,053. Robert

Manning asked about the F&B account on the Statement of Cash Flows. Anne Clayton explained how that account is used for deposits and expenses are paid out of the Operating account. Pratima Gandhi relayed a question from Paul DiGiallonardo. She asked about the shows for 2017-2018. Anne Clayton reported on some of the events that have already been contracted. She also spoke about the strong Broadway Theater Series coming for 2017-2018. The Broadway Series lineup will be announced in a couple of weeks. Anne Clayton stated she has weekly meetings with the Booking Manager, Box Office, and Marketing to discuss potential events. The Rivermen contract for next year is currently being negotiated and they are making progress.

PNC Winterfest Financials

Danette Snopek reported attendance and event days were both higher this year versus last year. Pratima Gandhi asked about the sponsorships. Beau Sutherland reported on the sponsorships that are contracted for 2018. He also stated that they will be able to get out sooner this year to contract additional sponsorships. Jessica McMullin stated that they will be working with couples that get engaged at PNC Winterfest to see if the Peoria Civic Center could meet their needs for their wedding reception.

Other Business –

HRA Financial Report Review

The funding report was included in the packet. While reviewing HRA Funding Requests the Leadership Team Development grants were questioned. Danette Snopek, Jessica McMullin, and Erin Schaefer will be reviewing the report.

HRA Funding Requests

Clean Water Celebration – Requested Amount:

2018 - \$7,000

Robert Manning made a motion to approve the request. It was seconded by Jim Scroggins.

The motion was passed unanimously.

2018 Illinois Junior Academy of Science – Requested Amount:

2018 - \$20,000

Jim Scroggins made a motion to approve the request. It was seconded by Robert Manning.

The motion was passed unanimously.

Markiewicz 2019 – Requested Amount:

2019 - \$81,000

Robert Manning made a motion to approve the request. It was seconded by Jim Scroggins.

The motion was passed unanimously.

2019 International Jugglers' Association Festival – Requested Amount:

2019 - \$28,000

Robert Manning made a motion to approve the request. It was seconded by Jim Scroggins.

The motion was passed unanimously.

2021 77th Annual AMVETS National Convention – Requested Amount:

2021 - \$55,680

Jim Scroggins made a motion to approve the request. It was seconded by Robert Manning.

The motion was passed unanimously.

Adjournment

Robert Manning made a motion to adjourn the meeting at 12:13 pm. It was seconded by Jim Scroggins. The motion was passed unanimously.