

FINANCE COMMITTEE MEETING MINUTES

October 25, 2016

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

PRESENT:	PRATIMA GANDHI	PEORIA CIVIC CENTER AUTHORITY
	ROBERT MANNING	PEORIA CIVIC CENTER AUTHORITY
	PAUL DIGIALLONARDO	PEORIA CIVIC CENTER AUTHORITY
	ANNE CLAYTON	PEORIA CIVIC CENTER
	DANETTE SNOPEK	PEORIA CIVIC CENTER
	DAWN HOLLY	PEORIA CIVIC CENTER
	ANDREW VANDEWEGHE	PEORIA CIVIC CENTER
	WILL KENNEY	PEORIA CIVIC CENTER
	ERIN SCHAEFER	PEORIA CIVIC CENTER
	AMY LACEFIELD	PEORIA CIVIC CENTER
	BEAU SUTHERLAND	PEORIA CIVIC CENTER
	BEN HOLETON	PEORIA CIVIC CENTER

Call to Order

The meeting was called to order by Pratima Gandhi at 11:32 pm.

Finance Meeting Minutes

Paul DiGiallonardo made a motion to approve the minutes from the September 20, 2016 meeting. It was seconded by Robert Manning. The motion was passed unanimously.

New Business –

Agenda Format Changes

Danette Snopek reported that the format changes on the Agenda were per the request of Dave Stuckel.

September 2016 Financial Statements

Danette Snopek reported there were 35 event days versus a budget of 42. Event income was under budget by \$10,632. In the Convention Center, two meetings took place versus six budgeted and nine banquets took place versus ten budgeted. The LTD convention came in over budget and one convention that was budgeted that did not occur. Other Income was under budget due to the non-renewal of one of the suite contracts. Beau is working on a contract for a new suite holder. Wages/benefits, electricity, and heating fuel were under budget for the month. This is the fourth month the City of Peoria is adjusting the HRA subsidy to reflect the over payment from February through May. The reduction is \$40,040 each month. Pratima Gandhi asked what caused the event income to be under budget and

what we are anticipating for the coming year. Anne reported on concerts for FY17. The mix of concerts we get and the day of the week have a direct effect on the F&B per caps. One concert in September met budget and two did not. Anne discussed some of the types of concerts that we are working on. A question was asked about the Ticket Escrow Account. The balance is currently high due to Wicked and all ticketed events sold through Ticketmaster.

Siemens Maintenance Agreement

Will Kenney presented a \$28,220 annual three year maintenance agreement with Siemens Building Technologies for our building HVAC and lighting control systems. This is a sole source vendor. It is to be put on the agenda for the next PCCA Meeting. Staff is to check with Dave Stuckel to determine the threshold of what the Finance Committee is allowed to approve.

HRA Funding Requests -

National Indoor Open Archery Tournament – Requested Amounts:

2017 - \$24,055, 2018 - \$24,775, 2019 - \$25,520, 2020 - \$26,285, 2021 - \$27,075, and 2022 - \$27,885

Robert Manning made a motion to approve the request. It was seconded by Paul DiGiallonardo. The motion was passed unanimously.

Illinois Deer & Turkey Expo – Requested Amounts:

2017 - \$143,912, 2018 – 117,329, 2019 – 120,849, 2020 - \$124,474, 2021 - \$128,208, and 2022 - \$132,054

Robert Manning made a motion to approve the request. It was seconded by Paul DiGiallonardo. The motion was passed unanimously.

2017 Signature Equipo Vision – Midwest Summer Convention – Requested Amount - \$40,000

Paul DiGiallonardo made a motion to approve the request. It was seconded by Robert Manning. The motion was passed unanimously.

The Farm Show 2016 – Requested Amount - \$6,000

Robert Manning made a motion to approve the request. It was seconded by Paul DiGiallonardo. The motion was passed unanimously.

Gems of the Prairie Autumn Gems Quilt Show 2017 – Requested Amount - \$4,550

Paul DiGiallonardo made a motion to approve the request. It was seconded by Robert Manning. The motion was passed unanimously.

Markiewicz 2018 – Requested Amount - \$78,675

Paul DiGiallonardo made a motion to approve the request. It was seconded by Robert Manning. The motion was passed unanimously.

UPA War of the Demigods Powerlifting Championship 2016 - \$830

Robert Manning made a motion to approve the request. It was seconded by Paul DiGiallonardo. The motion was passed unanimously.

Adjournment

Paul DiGiallonardo made a motion to adjourn the meeting at 12:14 pm. It was seconded by Robert Manning. The motion was passed unanimously.