



PEORIA CIVIC CENTER AUTHORITY  
Minutes of March 24, 2016  
Meeting FY16 No. 6

Chairman Manning called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, March 24th, 2016 at the Peoria Civic Center in Meeting Room 405.

VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Matthew Bartolo**  
**Commissioner Yvonne Greer- Batton**  
**Commissioner Paul DiGiallonardo**  
**Commissioner Joseph Dalfonso**  
**Commissioner Sylvia Hasinger**  
**Chairman Bob Manning**  
**Commissioner Mark Wright**

AUTHORITY MEMBERS ABSENT:

NON-VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Pratima Gandhi 4:10**

NON-VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner Ryan Spain**  
**Commissioner Jason Stringer**  
**Commissioner Don Welch**

SMG/PCC STAFF PRESENT:

**Anne Clayton, General Manager/Interim Director of Finance**  
**Andrew VanDeweghe, Director of Food & Beverage**  
**Will Kenney, Director of Operations**  
**Adam Smith, Director of Booking**  
**Jo Stowell, Senior Sales Manager**  
**Megan Pedigo, Senior Marketing Manager**

OTHERS IN ATTENDANCE:

**Dave Stuckel, PCCA Legal Counsel**  
**Michael Parrish, PSA Dewberry**  
**Thomas Bruch, Peoria Journal Star**  
**Chris Kaergard, Peoria Journal Star**  
**Jeff Bergfeld**

Chairman Manning called the meeting to order at 4:00 pm. Roll call with quorum present.

Chairman Manning requested a motion to approve the minutes of the February 25, 2016 PCCA meeting.

**Motion to Approve Meeting Minutes of February 25, 2016 Meeting:**

Moved: Commissioner Bartolo. Seconded: Commissioner DiGiallonardo. Passed: Unanimously by voice vote.

**General Manager Report:**

General Manager, Anne Clayton reported that February was another very busy month. She spoke about upcoming events mentioning that Barry Manilow is in the building for a concert tonight and ticket sales have been good. James Taylor and Blue Man Group are also showing strong ticket sales. The management company VenuWorks will be taking over at the U.S. Cellular Coliseum in April. The new Director of Finance, Danette Snopek, will start on April 4<sup>th</sup>. Adam Smith, Director of Booking, tendered his resignation effective March 31. He was thanked for his hard work during his eight years here at the Peoria Civic Center.

**SAVOR Report:**

Director of Food & Beverage, Andrew VanDeweghe, reported that concession sales in February represented 53% of overall sales and catering representing 47%, stating this demonstrates a cohesive balance of maximizing PCC space and services. With the close of the Bradley season, per caps finished at a 2% decrease from the previous year with Rivermen trending at an increase of 6%. The Luke Bryan concert concessions did well. Catering has received positive feedback on many of our larger banquets. A letter was received from a couple who had a medical emergency while attending the Washington Day Banquet. They complimented the SAVOR staff who exhibited a high level of quick response and compassion during that trying time. SAVOR served 769 patrons at the Washington Day Banquet and was commended for their efforts.

**Operations Report:**

Director of Operations, Will Kenney, gave the following report. The month of February was another busy month for the operations department. Every area of the building received a changeover at least once. The Peoria Fire Marshal completed the annual inspections on the mechanical room, boilers, and chillers. No violations were received. He commended the facility on providing a safe environment for employees and patrons. The safety committee met to review any accidents that occurred in the previous month. Discussions for future precautions were reviewed. Metal detectors have arrived and will be put into use shortly.

**Marketing Report:**

Senior Marketing Manager, Megan Pedigo, gave the following report. The 2016-2017 Broadway season flyers went out to all season ticket holders last week. Wicked will kick off the season with sixteen shows, Cinderella and Once will each have two performances, and Mamma Mia will be here for one performance. This season will offer the same number of performance days, with less shows. The Luke Bryan concert was a huge day for social media.

**Sales and Booking Report:**

Senior Sales Manager, Jo Stowell, reported that February events in the convention center came in over budget. The team is continuing to work hard to sell the building for both the current fiscal year and future years.

Director of Booking, Adam Smith, spoke to the announcement of the 2016-2017 Broadway Theater Series that occurred this week. Ticket sales are going strong for the events that are coming up. He has been working on events for this upcoming fall, with some already confirmed. On behalf of the Authority, Chairman Manning thanked Adam for everything that he accomplished for the facility.

**Sales & Marketing:**

Commissioner Dalfonso reported that the Sales and Marketing Committee met this month. He reported that the committee discussed the customer reviews focusing on the new security procedures for the Luke Bryan concert and they were very positive. Patio pre-parties are becoming a tradition, especially with theater concerts, to allow patrons to arrive earlier and remain downtown after the event completes. Megan Pedigo and the PACVB are working together to generate a plan for shuttling patrons to the downtown area. Commissioner Dalfonso turned the floor over to Senior Marketing Manager Megan Pedigo who spoke to customer service. Our customer service score for the month of February was 8.5 out of 10. In FY16 our average is 8.8.

**Capital Committee Report:**

Commissioner Bartolo reported that the Capital Committee met and were presented with the architectural drawings for the PNC Winterfest site. The committee will be meeting again in April to narrow down the drawings and present a recommendation to the PCCA board at April's meeting.

**Finance Committee Report:**

Commissioner DiGiallorardo reported that the Finance Committee met on March 22, 2016. He turned the floor over to General Manager/Interim Director of Finance Anne Clayton. February was a good month in the convention center as well as the arena with a sold-out Luke Bryan concert. Event income was over budget by \$25,000 and indirect expenses were down \$42,000.

**PAVCB: None**

**Old Business: None**

**New Business: None**

**Public Comment: None**

Noting that there was no need for an Executive Session, Chairman Manning reminded everyone the next PCCA meeting will be held April 28, 2016 in the Lexus Club Room at 4:00 pm. A reminder will be sent out one week prior to meeting.

Chairman Manning requested a motion to adjourn.

**Motion to Adjourn:**

Moved: Commissioner Bartolo. Seconded: Commissioner Greer-Batton. Passed: Unanimously by voice vote.

Meeting adjourned at 4:21 pm.