

## FINANCE COMMITTEE MEETING MINUTES

June 25, 2019

11:30 AM - 2<sup>nd</sup> floor conference room – Peoria Civic Center

|          |                    |                               |
|----------|--------------------|-------------------------------|
| PRESENT: | PRATIMA GANDHI     | PEORIA CIVIC CENTER AUTHORITY |
|          | PAUL DIGIALLONARDO | PEORIA CIVIC CENTER AUTHORITY |
|          | ROBERT MANNING     | PEORIA CIVIC CENTER AUTHORITY |
|          | MATT BARTOLO       | PEORIA CIVIC CENTER AUTHORITY |
|          | RIK EDGAR          | PEORIA CIVIC CENTER           |
|          | DANETTE SNOPEK     | PEORIA CIVIC CENTER           |
|          | MINDI BAUMANN      | PEORIA CIVIC CENTER           |
|          | WILL KENNEY        | PEORIA CIVIC CENTER           |
|          | ADAM SMITH         | PEORIA CIVIC CENTER           |
|          | SARAH LUTHY        | PEORIA CIVIC CENTER           |
|          | JESSICA MCMULLIN   | PEORIA CIVIC CENTER           |
|          | ERIN SCHAEFER      | PEORIA CIVIC CENTER           |
|          | ANDREW BARRA       | PEORIA CIVIC CENTER           |
|          | KELSY BREWER       | PEORIA CIVIC CENTER           |

### **Call to Order**

The meeting was called to order by Pratima Gandhi at 11:28 am.

### **Finance Meeting Minutes**

Matt Bartolo made a motion to approve the minutes from the May 21, 2019 meeting. It was seconded by Robert Manning. The motion passed unanimously.

### **Old Business**

POV will be discussed next meeting.

### **New Business**

#### **March 2019 Financial Statements**

Danette Snopek reported that in May 2019 the Civic Center hosted over 42,000 patrons for the month. The Convention Center held several graduation ceremonies including Bradley, St. Francis, Illinois Central College and Peoria Notre Dame. Over 10,500 patrons attended these ceremonies. Also held were the Sterling Merit and Unity Point Recognition banquets. Both over-performed financially. The Arena, Cirque du Soleil Crystal entertained over 5 days to 8,000 patrons and was a non-budgeted event that performed well. The theater also had a busy month hosting Double Dare, Derek Hough, Dwight Yoakam, Tony Bennett, and Daniel Tosh.

Also presented again this month was the new Fluctuation Analysis Report. It will assist in identifying line items with a significant change and explaining them prior to the meeting.

### **Website Proposal**

Adam Smith, Andrew Barra, & Kelsy Brewer presented a proposal to upgrade our website. Our current website is not ADA compliant. To upgrade our current site would not be cost effective. The team gathered three quotes from companies with primarily entertainment clients. Saffire being the chosen favorite. It would be a 3 yr contract, and ROI would be 18 months. Time table to complete new site would be 60-90 days. This would be expensed in this fiscal year. Robert Manning made the motion to approve the proposal, and Matt Bartolo second. It passed unanimously.

### **Fiscal Year 2020 Preliminary Budget**

Danette Snopek presented the FY 20 Preliminary Budget. Rik Edgar added that it is an obtainable budget. There was discussion on what we need to do to maintain a healthy cash flow. They would like to see bullet points of increases and reductions. They would like a second meeting July 9<sup>th</sup> at 10:30.

### **Other Business**

#### **HRA Funding Request**

#### **2021-2027 Skills USA – IL Student Leadership – Requested Amount -\$35,200**

This has previously been approved, but they are shifting years from 20-26, to now 21-27. Matt Bartolo made the motion to approve, and Paul Digiallonardo second.

### **Adjournment**

Paul Digiallonardo made a motion to adjourn the meeting at 12:44 pm. It was seconded by Robert Manning. The motion passed unanimously.