



**PEORIA CIVIC CENTER®**  
An **SMG** managed facility.

**PCCA MEETING MINUTES**  
**February 25, 2016**



PEORIA CIVIC CENTER AUTHORITY

Minutes of February 25, 2016

Meeting FY16 No. 5

Chairman Manning called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, February 25, 2016 at the Peoria Civic Center in the Lexus Club Room.

VOTING AUTHORITY MEMBERS PRESENT:

Commissioner Matthew Bartolo  
Commissioner Joseph Dalfonso  
Commissioner Paul DiGiallonardo  
Commissioner Yvonne Greer- Batton  
Chairman Bob Manning

AUTHORITY MEMBERS ABSENT:

Commissioner Sylvia Hasinger  
Commissioner Mark Wright

NON-VOTING AUTHORITY MEMBERS PRESENT:

Commissioner Don Welch

NON-VOTING AUTHORITY MEMBERS ABSENT:

Commissioner Pratima Gandhi  
Commissioner Ryan Spain  
Commissioner Jason Stringer

SMG/PCC STAFF PRESENT:

Anne Clayton, General Manager/Interim Director of Finance  
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  
Cory Hatfield, PACVB  
Cara Allen, PACVB

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

**Chairman Manning requested a motion to approve the minutes of the January 28, 2016 PCCA meeting.**

**Motion to Approve Meeting Minutes of January 28, 2016 Meeting:**

**Commissioner Dalfonso noted that he should be listed as a Voting Member and not Non-Voting.**

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

**General Manager Report:**

General Manager Anne Clayton reported the month of January as a busy month. PNC Winterfest closed until next year and various options are being considered for use of that exterior space for the warmer months. The Price is Right, in the theater, is selling very well with only a few hundred tickets left. Bullets Over Broadway is in the theater for two shows on March 1<sup>st</sup> & 2<sup>nd</sup> with tickets still available. Get The Led Out, also in the theater, is selling well. SMG Corporate secured the final tour of Barry Manilow with that event being hosted on March 24<sup>th</sup> in the arena. Jerry Seinfeld is scheduled here on March 18<sup>th</sup> for two shows. The first show is sold out and the second show is almost sold out. We will also host the IHSA State Basketball Championships in March.

**SAVOR Report:**

Director of Food & Beverage Andrew VanDeweghe could not attend the meeting, but provided the following report. January was a busy and financially sound month for catering and concessions. The first fifteen games of Bradley basketball compared to last year's caps were flat. Peoria Rivermen caps compared to last year had increased 8%. The catering and sales teams worked together with 104.9 The Wolf, Heaven on Earth and other local vendors to create the 1<sup>st</sup> "Wedding in a Box" promotion for two brides. This was held in conjunction with the Weddings Unveiled Bridal show that was held at the Marriott Pere Marquette. Chef Leo Carney and Lauren McBain of the Peoria Civic Center sales team were featured on WHOI's Wedding Week to promote the Peoria Civic Center as a wedding venue along with catering displays and promoting the theater for wedding receptions.

**Operations Report:**

Director of Operations Will Kenney gave the following report. The month of January was busy for the operations department. They changed over the arena eight times including a quick change from the ILMEA concert to a Rivermen hockey game. The concert ended at 4:00 pm and doors for the Rivermen game opened at 7:00 pm, right on time for the game. The portable metal detectors that were ordered for the Luke Bryan concert did not arrive in time for use at the show. Security and Patron Services Manager Phil Fisher notified the promotor of our alternative plan. Metal detectors should arrive on March 24<sup>th</sup> and will be used for many ticketed events. They are portable and come with a back-up battery.

**Marketing Report:**

Senior Marketing Manager Megan Pedigo gave the following report. Ticketed events that went on sale in the months of January and February are selling well. This indicates that patrons are secure in spending disposable income and pleased with the shows available. Patrons were comfortable with the new security measures that were put in place for the Luke Bryan concert and local and social media outlets played an important part in alerting patrons of the new procedures. Social media hits are up 24% over last year.

**Sales and Booking Report:**

Director of Booking Adam Smith gave the following report. The 2016-2017 Broadway Theater Series has been locked in and the shows will be announced in the middle of March. He is still working on some events for FY16 and hitting it hard for FY17. He attended the Pollstar Conference in San Francisco in February and it was very productive.

Senior Sales Manager Jo Stowell gave the following report. Convention sales were strong in January. Going forward we will also be looking at events that utilize both interior and exterior spaces.

**Sales & Marketing Committee Report:**

Commissioner Dalfonso reported that the Sales and Marketing Committee met and turned the floor over to Senior Marketing Manager Megan Pedigo. Customer Service scores for the month of January were good and rave reviews were received from ILMEA. Work is being done on a video series of client testimonials that will include one from Darcy Nendza, Director of ILMEA, where she states, "Nobody can handle it like Peoria can."

**Capital Committee Report:**

Commissioner Bartolo reported that the Capital Committee met but had no action items. He turned the floor over to Director of Operations Will Kenney, who gave an update on the Winterfest site. Commissioner Bartolo and Will met with four architectural firms to discuss concept drawings and various ideas on how to utilize the Winterfest site. The drawings will be ready in March and will be presented to the Capital Committee.

**Finance Committee Report:**

Commissioner DiGiallonardo reported that the Finance Committee met in February and turned the floor over to General Manager/Interim Director of Finance Anne Clayton. The Convention Center had two large meetings that were not budgeted, the Harlem Globetrotters attendance was over budget and one Bradley Basketball game occurred over budget. An average of 400 more patrons attended each Rivermen game in January and an average of 200 more patrons attended each Bradley game. Event Income was over budget by \$48,000 and Indirect Expenses were under budget by \$31,000. This resulted in the January Operating Income coming in at \$72,000 over budget. The projected operating loss for FY2016 is currently \$907,000. The search to permanently fill the Director of Finance position is in process.

**PAVCB Report:**

Commissioner Welch turned the floor over to Cara Allen and Cory Hatfield. Cara Allen gave the marketing report and handed out the new brochures "Explore Peoria." Cory Hatfield gave the sales report. In February, the PACVB and the Peoria Civic Center sales teams attended the Illinois Society of Association Executives convention/trade show in Springfield. Multiple groups representing Peoria attended.

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**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 March 24th, 2016 in the Lexus Club Room at 4:00 pm. A reminder will be sent out one week prior to the meeting.

Chairman Manning requested a motion to adjourn.

**Motion to Adjourn:**

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

Meeting adjourned at 4:16 pm.