



## AUTHORITY BOARD MEETING

**Date/Time:** Wednesday, April 24, 2024; 12:00 P.M.

**Location:** BMO Center Board Room—Lower Level  
300 Elm Street, Rockford, IL 61101

### MINUTES

**Board Members Present:** Craig Thomas Rudy Valdez Tom Walsh  
John Phelps Geno Iafrate Staci Brown  
Megan McCoy Bobbie Holzwarth

**Board Members Absent:** Dan McMahon

**Others Present:** Alderman Chad Tuneberg  
Kevin McCarthy, Winnebago County Liaison  
Julie Thomas, Executive Director, Rockford Symphony Orchestra  
Beth Howard, Executive Director, Friends of the Coronado  
Jim Hagerty, Rockford Register Star  
Mike Kikta, President, Rockford Symphony Orchestra Board  
Riley DeBoer, WTVO  
Andrea Barone, WTVO

**Staff Present:** Gretchen Gilmore, General Manager, ASM Rockford  
Doug Johnson, Regional Director of Booking Theatres Midwest ASM Global  
Jackie Powers, Finance Coordinator/RAVE Board Secretary, ASM Rockford

**Craig Thomas calls the meeting to order at 12:02 P.M.**

**MINUTES** – The minutes from the March 27, 2024, meeting are reviewed and approved.

**MOTION:** *To approve the March 27, 2024, minutes made by John Phelps, second by Megan McCoy. Motion passes unanimously.*

### COMMITTEE REPORTS

- **Finance** **Mr. Tom Walsh, Chair**  
John Phelps defers to General Manager’s Report.
- **Executive** **Mr. Craig Thomas, Chair**  
No report at this time.
- **DEIB Advisory Committee** **Mr. Rudy Valdez, Chair**

No report at this time.

- **Program Advisory Committee** **Mr. Geno Iafrate**

Geno Iafrate reports the committee has met and held good developmental conversations.

- **Marketing and Social Media Committee** **Ms. Megan McCoy, Chair**

Megan McCoy reports the committee is coordinating for their next meeting.

- **Capital Planning Working Group** **Mr. John Phelps, Chair**

No report at this time.

- **Hockey Advisory Committee** **Mr. Craig Thomas, Chair**

Craig Thomas reports he has had positive interactions with the Chicago Blackhawks regarding the committee and meetings will be scheduled after the end of hockey season.

#### **TREASURER'S REPORT – Mr. Tom Walsh, Treasurer**

Gretchen Gilmore reports there is no Treasurer's report this month due to the change in accounting platforms by ASM Global, but the goal is to have the March financials available at the May meeting.

#### **GENERAL MANAGER'S REPORT – Ms. Gretchen Gilmore, GM**

Gretchen Gilmore informs the board that the City's plans for the developments for Davis Park are moving forward in a positive way and the new stage will be geared toward regional and community programming. Gretchen Gilmore highlights the upcoming Friday Night Flix events at Davis Park. Gretchen Gilmore reviews items on the DEIB scorecard including a staff team-building outing to clean the street areas near the BMO Center and the Coronado Performing Arts Center. Gretchen Gilmore relays to the board that the exterior façade project for the Coronado will be let out for re-bid but several other projects at the theatre are moving forward.

Doug Johnson recaps events and sales at both venues and highlights marketing initiatives for future bookings.

Gretchen Gilmore updates the board regarding ongoing construction projects at the BMO Center, The Rockford Streetscapes project, and an upcoming collaboration with the Rockford Area Arts Council. Gretchen Gilmore relays she is submitting a tourism grant application aimed at conventions, sporting events, and other multi-night events that would include hotel stays to benefit the community.

Gretchen Gilmore reports recent code violations and their solutions in the arena including stairwell lighting and drinking fountains.

#### **COUNSEL'S REPORT – Attorney Tim Rollins**

No report at this time.

#### **CHAIRMAN'S REPORT**

Chairman Thomas updates the board regarding the previously approved generator project, advising that a revised draft contract has been submitted and there is a clarification regarding the asset reporting for the generator on the financials. Tom Walsh inquires about the lead time for the generator project and is told the contract should be completed in time to move forward. Chairman Thomas informs the board we are able to

move forward with the seating project for the arena and it needs to advance quickly due to time restraints with event scheduling and funding. Craig Thomas explains the contract has been obtained through a public bid collective that the City of Rockford is a part of. The board has been advised by counsel to first adopt a resolution authorizing us to enter into contracts that come through this collective bidding process, then vote on the actual bid package. Gretchen Gilmore discusses the seating project, outlining the process and planning regarding the purchase and installation. Gretchen Gilmore directs members to the sample seats in the room and encourages members to take a closer look. A discussion follows regarding the number of each type of seat to be installed in each section. Tom Walsh informs the board the retractable seating system is still in place and only the seats, backs, and cupholders will be changed, resulting in significant projected savings over total replacement. Gretchen Gilmore relays that the work is projected to take place in the month of September and will be done in stages of mobilization, should the need arise, to accommodate unavoidable bookings during installation.

Craig Thomas requests a special board meeting the following Monday to review and vote on the resolution to participate in the cooperative and the resolution to authorize the seating contract. Board members are encouraged to reach out separately to Craig Thomas or Gretchen Gilmore if they need any additional clarification on the project before the special meeting.

Craig Thomas informs the board that the IGA with the City of Rockford is nearing completion with the expectation that Winnebago County will continue their historical commitments.

**OLD BUSINESS:**

None at this time.

**NEW BUSINESS:**

None at this time.

**ADJOURNMENT** – The Authority Board adjourned at 12:45 P.M.

***MOTION: To adjourn made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.***

Respectfully Submitted

Jackie Powers, Authority Board Secretary/ FOIA Officer