



## AUTHORITY BOARD MEETING

**Date/Time:** Wednesday, May 28, 2025; 12:00 P.M.

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

### MINUTES

**Board Members Present:** Craig Thomas      Miles Nielsen      Staci Brown  
John Phelps      Tom Walsh      Megan McCoy  
Rudy Valdez      Bobbie Holzwarth      Kevin Schwitters

**Board Members Absent:** None

**Others Present:** Tim Rollins, Attorney  
Alderman Chad Tuneberg  
Alderman Frank Beach (By telephone)  
Kevin McCarthy, Winnebago County Liaison  
Mike Kikta, Outgoing President, Rockford Symphony Orchestra Board  
Russ Stoneback, Incoming President, Rockford Symphony Orchestra Board

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

Chairman Craig Thomas calls the meeting to order at 12:00 pm.

**MINUTES** – The minutes from the April 23, 2025, meeting are approved.

***MOTION: To approve April 23, 2025, minutes made by Rudy Valdez, second by Tom Walsh. Motion passes unanimously.***

### **COMMITTEE REPORTS**

- **Finance** **Mr. Tom Walsh, Chair**  
Tom Walsh defers to the Treasurer's report.
- **Executive** **Mr. Craig Thomas, Chair**  
No report at this time.
- **DEIB Advisory Committee** **Mr. Rudy Valdez, Chair**  
Rudy Valdez refers to the DEIB spreadsheet.

- **Program Advisory Committee**

No report at this time.

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

Megan McCoy reviews the Marketing handout, and Gretchen Gilmore highlights initiatives for premium seating and Club Coronado events.

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

Craig Thomas reviews the history of the curtain wall repair work and the funding needs to complete the project. Gretchen Gilmore refers to an informational handout referencing completed phase 1 construction, phase 2 plans, and the necessary funding remaining.

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

Craig Thomas reports that he spoke with Ryan Snider and reiterates that the Blackhawks and Rockford IceHogs are complementary of staff and operations, and it remains a priority that capital reserves are available to support ongoing facility maintenance.

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

Tom Walsh refers to the financial reports and defers discussion to Gretchen Gilmore. Gretchen Gilmore reviews the financial statements, including the legal pursuit of a bad debt. Gretchen Gilmore discusses the financial forecast and highlights a year-over-year comparison of events and attendance. A brief discussion follows regarding factors for the general decline in bookings at a majority of arenas and stadiums.

***MOTION: To approve April 2025, financials as presented made by Bobbie Holzwarth, second by Megan McCoy. Motion passes unanimously.***

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

Gretchen Gilmore informs the board of several staff volunteer opportunities in the community as well as an inaugural staff picnic. Gretchen Gilmore provides updates to ongoing projects at the Coronado Theatre, including the scheduled completion of repairs for next summer.

Gretchen Gilmore provides the board with information regarding the timeline for construction at Davis Park as well as preliminary efforts to prepare for booking events and our expected maintenance responsibilities of the park upon completion. The need for consultation with the City of Rockford regarding clear divisions of maintenance responsibilities at Davis Park are discussed.

Gretchen Gilmore reports representatives from the AHL have completed a walk-through of our facilities in preparation for the AHL All-Star Classic event next year. Gretchen Gilmore provides an update on the generator project and informs the board that there may be a delay due to the necessary updates to our Nicor utility system.

Gretchen Gilmore reviews her recommendation to award the bid for the theatrical lighting package.

***MOTION: To award the bid to Creative Audio in the amount \$142,796.00 made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.***

Gretchen Gilmore outlines the co-pro agreement with the Rockford IceHogs for the AHL All Star Classic, and the intention to use the funds, along with monies from our CIP fund, to upgrade some end-of-life equipment

in our production booth, including cameras and broadcast cabling, as well as upgrades to the visiting team locker room. Gretchen Gilmore recommends that the board accept the bid from AVI Systems for the purchase of production booth equipment, including cameras and related components, for the BMO Center.

***MOTION: To award the bid to Forte in the total amount of \$229,951.00, including the base bid of \$205,110.00, \$17,236.00 for freight, and \$7,605.00 for Lens Option 1 made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.***

Doug Johnson provides the board with program updates and discusses industry trends that are impacting bookings in general. Doug Johnson gives his opinion on block bookings and the implementation of marketing and booking strategies.

Gretchen Gimore notifies the board of a recent burst pipe in the BMO Center and the subsequent filing of an insurance claim. Gretchen Gilmore reports that there are ongoing negotiations with the stagehand union and the collective bargaining agreement for their contract beginning July 1, 2025.

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

No report at this time.

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

Craig Thomas states that the completion of the IGA is in the hands of the City of Rockford due to their need to finalize outstanding components of the agreement.

Craig Thomas informs the board that the board retreat is scheduled for August 21, 2025.

#### **CLOSED SESSION**

##### **OLD BUSINESS:**

None at this time.

##### **NEW BUSINESS:**

None at this time.

**ADJOURNMENT** – The Authority Board adjourned at 12:49 P.M.

***MOTION: To adjourn made by Bobbie Holzwarth, second by Tom Walsh. Motion passes unanimously.***

Respectfully Submitted

Jackie Powers, Authority Board Secretary/ FOIA Officer