



AUTHORITY BOARD MEETING

Date/Time: Wednesday, September 24, 2025; 12:00 P.M.

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

MINUTES

Board Members Present: John Phelps Bobbie Holzwarth Kevin Schwitters
Rudy Valdez Tom Walsh Miles Nielsen

Board Members Absent: Craig Thomas Megan McCoy Staci Brown

Others Present: Tim Rollins, Attorney
Alderman Chad Tuneberg
Alderman Frank Beach
Kevin McCarthy, Winnebago County Liaison
Dr. Arnold Rosen, Vice President, Rockford Symphony Orchestra Board
Mike Kitka, Past 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

Vice Chairman John Phelps calls the meeting to order at 12:00 pm.

MINUTES – The minutes from the August 21, 2025, meeting are approved.

MOTION: To approve the August 21, 2025, minutes made by Bobbie Holzwarth, 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 suggests rolling over the unused portion of the Community Projects Grant to this season and will discuss parameters with the DEIB Advisory Committee before presenting to the full board. Gretchen Gilmore

reviews the DEIB Scoresheet and highlights activity from August and September, highlighting a local high school performing with the band Foreigner at the Coronado Theatre, a partnership with local high school special education departments, and a recent job fair. Gretchen Gilmore reports that Ashley Minnick, Director of Event Management, was recently honored at a “40 Under 40” event.

- **Program Advisory Committee**

No report at this time.

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

Gretchen Gilmore reviews the Marketing Report, giving special mention to the Legends IQ Programmatic Advertising going live in July and the implementation of a membership program for Club Coronado due to the success of the events. Gretchen Gilmore reports the recent announcement that ASM was purchased by Legends, and we are now Legends Global, and the marketing department is implementing the rebranding.

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

John Phelps defers to the General Manager’s Report.

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

No report at this time.

TREASURER’S REPORT – Mr. Tom Walsh, Treasurer

Gretchen Gilmore reviews the August financial statements, highlighting the success of the Foreigner concert. Gretchen Gilmore reports expenses are higher due to repairs, maintenance, and utilities, but the new payments from the updated IGA will start in August and be reflected in the next financial statements. Gretchen Gilmore updates the board on the upcoming audit and an ongoing collections matter.

MOTION: To approve the August 2025, financials as presented made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

GENERAL MANAGER’S REPORT – Ms. Gretchen Gilmore, GM

Gretchen Gilmore updates the board on the exterior façade and Park Avenue windows project at the Coronado Theatre. Gretchen Gilmore reports a change in the Executive Director position at Friends of the Coronado, and early meetings with the new director have been positive and productive.

Gretchen Gilmore reports on the expected schedule for work at Davis Park and informs the board of the upcoming groundbreaking ceremony for the project. Gretchen Gilmore states the Executive Leadership will meet to clarify and narrow the scope of responsibility RAVE will have for the completed park.

Gretchen Gilmore reviews the upcoming pre-season school day game for the Rockford IceHogs and the home opener on October 11, 2025.

Gretchen Gilmore updates the board on the new generator and other ongoing projects. In the event of a power outage, a backup generator is being stored off-site and will be available. Nicor is designing the new meter necessary for the completion.

Gretchen Gilmore reviews the Electronic Dasher Board Bid Package. There is a brief general discussion regarding the delivery of the materials, the timeline, and the expected completion date of the project.

MOTION: To approve the base bid submitted by Athletica Sport Systems at \$446,965.00 plus tariffs, surcharges, and duties not to exceed \$25,000 and subject to Gretchen Gilmore’s acceptance of an acceptable schedule including installation and completion beginning on 12/13/2025 and substantial completion no later than 12/26/2025 made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

Doug Johnson updates the board on recent and upcoming programming, highlighting a busy October and the current uptick in ticket sales, giving special mention to our team collaborating with Friends of the Coronado for their February “Reach for the Stars” program.

COUNSEL’S REPORT – Attorney Tim Rollins

No report at this time.

CHAIRMAN’S REPORT

No report at this time.

CLOSED SESSION

OLD BUSINESS:

None at this time.

NEW BUSINESS:

None at this time.

ADJOURNMENT – The Authority Board adjourned at 12:38 P.M.

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

Respectfully Submitted,

Jackie Powers, Authority Board Secretary/ FOIA Officer