



AUTHORITY BOARD MEETING

Date/Time: Monday, September 25, 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 Bobbie Holzwarth
Staci Brown John Phelps Megan McCoy

Board Members Absent: Geno Iafrate Tom Walsh

Others Present: Tim Rollins, Attorney
Alderman Chad Tuneberg
Kevin McCarthy, Winnebago County Liaison
Bryan Crowe, ASM Regional Vice President (by telephone)
Beth Howard, Executive Director, Friends of the Coronado
Nathaniel Langley, WIFR
Jeremy Carter, Traffic Engineer, City of Rockford
Tim Hinkins, City Engineer, City of Rockford
Julie Thomas, Executive Director, Rockford Symphony Orchestra

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
Bethany Bohn, Director of Marketing and Private Event Sales, ASM Rockford
William Folk, Director of Operations, ASM Rockford
Ashley Minnick, Director of Event Management, ASM Rockford

Craig Thomas calls the meeting to order at 12:03 P.M.

Craig Thomas comments on the passing of RAVE Board member Dan McMahon and informs the board there is a tribute planned on November 24, 2024, at the Coronado Theatre. Doug Johnson gives a brief description of what the celebration of life will include.

Gretchen Gilmore introduces Bryan Crowe, ASM Global Regional Vice President, joining by telephone to give the board an overview of the change in ownership between ASM Global and Legends Entertainment. Bryan Crowe reports no current changes to the operating side of the business, but changes will be more in the area of commercial partnerships and guest experiences.

Gretchen Gilmore introduces Jeremy Carter, Traffic Engineer from the City of Rockford, to provide an overview of the Complete Streets RAISE Grant project. Jeremy Carter gives a presentation of the upcoming project including changes in traffic lanes, bi-directional bike paths, and parking. Board members inquire as to the length of the project and the possible impact on events at BMO Center. Jeremy Carter assures the board there will be communication with our venues and scheduling can be adapted to accommodate events.

MINUTES – The minutes from the August 12, 2024, meeting are reviewed and approved.

MOTION: To approve August 12, 2024, minutes made by Rudy Valdez, second by Megan McCoy. Motion passes unanimously.

COMMITTEE REPORTS

- **Finance** **Mr. Tom Walsh, Chair**

John Phelps states the financials show a positive outcome for the fiscal year, however, competition from Hard Rock Casino will make future bookings more challenging.

- **Executive** **Mr. Craig Thomas, Chair**

Craig Thomas reports he will be in communication with the City of Rockford regarding a board appointment to fill a vacancy on the board.

- **DEIB Advisory Committee** **Mr. Rudy Valdez, Chair**

Rudy Valdez reviews the recent Hispanic Heritage event at the Coronado Theatre. Rudy Valdez gives an overview of the Community Programming Grant Request as a pilot program and encourages the board to adopt the program to aid in the programming of community events. Craig Thomas compares the program to opportunities already in place for current resident companies at the Coronado Theatre and states the program will be monitored to ensure it will enhance the ability of new groups to utilize the Coronado Theatre and be of benefit to the community. Rudy Valdez requests clarification on parking for events and if it would fall under the grant parameters. Gretchen Gilmore informs Rudy Valdez the parking fund is handled through the City of Rockford. Gretchen Gilmore highlights events on the DEIB Scorecard for the board, including a recent large Naturalization Ceremony at the Coronado Theatre.

MOTION: To authorize use of self-promotion funds for purposes of the community programming grant program in the amount of \$10,000 made by Bobbie Holzwarth, second by Megan McCoy. Motion passes unanimously.

- **Program Advisory Committee** **Mr. Geno Iafate, Chair**

No report at this time.

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

Megan McCoy updates the board on marketing strategies and partner relationships and community events. Bethany Bohn reviews a recent partnered event with the Rockford Symphony Orchestra at the Coronado Theatre.

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

No report at this time.

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

Craig Thomas reports he had a positive meeting with Ryan Snider, the President of the Rockford IceHogs. Craig Thomas states a focus of the IGA with the City of Rockford and Winnebago County will be to maintain the facility upgrades already complete and those necessary in the future to maintain our contractual status with our lease agreement with the Chicago Blackhawks.

TREASURER’S REPORT – Mr. Tom Walsh, Treasurer

Gretchen Gilmore reviews the final adjustments for the June financials.

MOTION: To approve the June 2024 financials made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

Gretchen Gilmore reviews the July financials and event budgets.

MOTION: To approve the July 2024 financials made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

Gretchen Gilmore reviews the 2025 Fiscal Year budget process for the board, emphasizing that Fiscal Year 2024 was RAVE’s most successful year ever, but she anticipates challenges in the future due to increased competition in the market. Craig Thomas reviews the incentive fees paid to ASM and the effect the new market competition will have. Gretchen Gilmore updates the board on new marketing software being utilized and the projected return on investment, as well as the anticipated energy cost reduction due to the building automation systems in both the BMO Center and the Coronado Theatre. Craig Thomas discusses the budget line item of the expected city subsidy and why it is projected to be a higher number than the current amount. Craig Thomas and Gretchen Gilmore explain the majority of the city subsidy is earmarked for capital improvements.

MOTION: To approve the Fiscal Year 2025 Budget made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

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

Gretchen Gilmore reports an increase in the insurance cost. Gretchen Gilmore informs the board the bids for the Coronado Theatre PA System came in significantly higher than anticipated and the project will be re-bid. Gretchen Gilmore invites the board to attend an event with original General Manager, Doug Logan, to memorialize the opening of the Rockford Metro Centre in 1981. Doug Johnson discusses the programming outlook for the upcoming year and his focus on bringing in more diverse programming. Gretchen Gilmore reports there will be a first look with media for the new arena seating following the board meeting.

The Annual Report is reviewed with department overviews by Gretchen Gilmore, Doug Johnson, Bethany Bohn, Director of Marketing and Private Event Sales, and Ashley Minnick, Director of Event Management. Craig Thomas praises the work put into the creation of the Annual Report.

COUNSEL’S REPORT – Attorney Tim Rollins

No report at this time.

CHAIRMAN’S REPORT

No report at this time.

CLOSED SESSION

MOTION: Motion to go into closed session made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.

Closed session begins at 1:37 pm.

Open session resumes at 1:49 pm.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

None at this time.

ADJOURNMENT – The Authority Board adjourned at 1:49 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