



AUTHORITY BOARD MEETING

Date/Time: Monday, October 23, 2024; 12:00 P.M.

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

MINUTES

Board Members Present: Tom Walsh Rudy Valdez Bobbie Holzwarth
Staci Brown John Phelps Megan McCoy

Board Members Absent: Craig Thomas

Others Present: Tim Rollins, Attorney
Alderman Chad Tuneberg
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

John Phelps calls the meeting to order at 12:01 P.M.

MINUTES – The minutes from the September 25, 2024, meeting are reviewed and approved.

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

COMMITTEE REPORTS

- **Finance** **Mr. Tom Walsh, Chair**
Tom Walsh defers to the Treasurer’s report.
- **Executive** **Mr. Craig Thomas, Chair**
John Phelps defers to the Chairman’s report.
- **DEIB Advisory Committee** **Mr. Rudy Valdez, Chair**

Rudy Valdez reviews the DEIB review sheet highlighting community groups engagement. Gretchen Gilmore comments on the inclusion of Auburn High School special education division by the Rockford Public Schools program to gain work experience at the BMO Center. Gretchen Gilmore informs the board we are working

with RAMP on disabilities awareness training and will be attending their annual luncheon. A team building event on customer service training is also planned. A press release will be presented regarding the community programming grant request initiative. Gretchen Gilmore informs the board we are working with an organization through Rock Valley College to supplement event staff.

- **Program Advisory Committee**

No report at this time.

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

Megan McCoy reviews event marketing initiatives regarding a Halloween event and Club Coronado premium ticketing launch. Doug Johnson reports sales on Club Coronado seating have begun and a sponsorship for the program is being sought. Gretchen Gilmore reports positive results in ticket and ancillary revenue from the new Silverlake system.

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

No report at this time.

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

No report at this time.

TREASURER’S REPORT – Mr. Tom Walsh, Treasurer

Tom Walsh defers to Gretchen Gilmore to review the August Financials. Both the August and September Financials will be reviewed but voting on the September Financials will be deferred to the December board meeting, as they were not included on the agenda. Gretchen Gilmore reviews events, expenses, and income for August 2024 and September 2024. Gretchen Gilmore highlights a new “Year to Date” portion of the financial reports comparing financials to the previous year.

MOTION: To approve the August 2024 financials made by Bobbie Holzwarth, second by Tom Walsh. Motion passes unanimously.

Gretchen Gilmore informs the board there will be more financial forecasting included in future financials. Gretchen Gilmore states the financial audit is taking longer than expected and the delay is likely due to the change in accounting systems in the middle of the fiscal year. The hope is that the review and approval will be ready for the December meeting.

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

Gretchen Gilmore reports an upcoming playground design meeting for Davis Park. Gretchen Gilmore reviews a recent meeting with the Rockford Public Works Department at the Coronado Theatre, highlighting restoration or replacement of elevators at the theatre and its parking deck. Gretchen Gilmore states approval to paint the rehearsal space at the Coronado has been received and the exterior faced project is moving forward. The bids for the Coronado PA system have come in and the lowest responsible bid is reviewed. Gretchen Gilmore informs the board that the City of Rockford is allocating funds toward the PA System as well. A brief review of the need for the system is given and its benefit to the venues is given.

MOTION: To approve the purchase of the PA System as presented made by Tom Walsh, second by Bobbie Holzwarth. Motion passes unanimously.

Gretchen Gilmore reviews the completion of the lighting study at the Coronado, the Marquee lighting project, and the restoration of the water damage project. Upcoming events are discussed for both venues.

Doug Johnson reviews past and upcoming events at both venues. Doug Johnson informs the board of the recent conference events he attended in Nashville, Tennessee.

Gretchen Gilmore updates the board on arena renovation status with an emphasis on the exterior concrete project and the generator project.

COUNSEL’S REPORT – Attorney Tim Rollins

No report at this time.

CHAIRMAN’S REPORT

John Phelps informs the board that Craig Thomas and Gretchen Gilmore recently gave a well-received presentation to the Winnebago County Board that included an appeal for continued support from the county for our Capital Improvement Program and further discussion with the county will follow, with support from the Chicago Blackhawks and Rockford IceHogs.

John Phelps updates the board that Winnebago County intends to appoint Miles Nielsen to fill a vacant board seat.

CLOSED SESSION

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

Closed session begins at 12:42 pm.

Open session resumes at 12:46 pm.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

None at this time.

ADJOURNMENT – The Authority Board adjourned at 12:47 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