

GREATER RICHMOND CONVENTION CENTER AUTHORITY
ANNUAL MEETING
January 19, 2024
Greater Richmond Convention Center
Administrative Offices
401 N. 3rd Street, Richmond, VA 23219
10:00 a.m.

Mr. Lincoln Saunders, Chairman, called the Greater Richmond Convention Center Authority Meeting to order at 10:04 a.m. A quorum was present.

APPROVAL OF MINUTES

The Authority reviewed the minutes from the November 17th meeting. A motion was made by Mr. John Budesky, which motion was seconded by Dr. Joe Casey. **The Board approved the motion by the following vote:**

Ayes:	Budesky, Casey, Saunders, Vithoukaskas
Nays:	None
Absent:	Thomas

(It was noted that Ms. Thomas arrived just after the approval of the meeting minutes).

ELECTION OF OFFICERS

Mr. John Budesky made a motion to nominate the following slate of officers for 2024. The motion was seconded by Dr. Joe Casey.

Chairman – Mr. John Vithoukaskas
Vice Chair- Ms. Nancy Thomas
Secretary/Treasurer – Dr. Joe Casey

The Board approved the motion by the following vote:

Ayes:	Budesky, Casey, Saunders, Thomas, Vithoukaskas
Nays:	None
Absent:	None

REPORTS OF COMMITTEES

Finance

Mr. Brandon Hinton, chair of the Finance Committee, reported on the first six months of FY 2024, hotel tax remittances exceeded budget by \$1,375,556 or 8.3% and were less than prior year's collections by \$886,253 or (4.7%). Jurisdiction results compared to prior year collections are as follows: Chesterfield 5.4%, Hanover 4.7%, Henrico 3.1% and Richmond (22.2)%.

Mr. Hinton reported that the City of Richmond has experienced some collection issues and is working to fix the discrepancies.

Legal

Mr. Brennen Keene stated that there will be a closed session but has no other report at this time.

OVG360

Mr. Jeremy Phillips, Interim General Manager of OVG360, thanked the Authority for supporting him as Interim General Manager of the building. Mr. Phillips reported a busy start to the year with Governor Younkin being in attendance at the building several times this year already. It was noted again that Mr. Bryan Panhorst has been promoted to Assistant General Manager and that Mr. Ryan Nicodemus has been promoted to Director of Event Services. Other staffing changes were announced, and the Authority expressed their appreciation to Mr. Phillips for hiring and promoting within the organization and for all of the positivity and great customer service feedback that the Authority has been hearing.

For October 23 events were held vs. a budget of 25. It was noted that the financials through November are a draft and at the next Authority meeting, the financials from December – February will be reported upon. For October revenue was \$277,000 with three large events that included Brickfest, Virginia Theatre and a Virginia Chamber group. Attendance was up by 4,000 and it was a good month with \$13,000 over in revenue and a positive variance of \$261,000 for the month.

For November, 15 events were held vs. 21 budgeted. Attendance was 21,000 and revenue exceeded by \$67,000 with a positive variance of \$200,000. Unicorn World was a key event for the month. Year to date Mr. Phillips reported \$677,000 ahead of budget.

Aramark

Mr. Blaine Scalard, General Manager of Aramark, reported that for November, sales were \$339,000, about \$90,000 better than last year and budget, with the majority in catering sales. Many repeat groups and conferences included the Virginia Chamber, Virginia Theatre Association and Virginia Jr. Classical League which is slowly getting back to pre-covid attendance, and the Virginia Musical Educators Conference. We also hosted Brickfest Live and for the first time, Unicorn World. Cost of sales came in at 23.6%, which was 3.4% below budget. Payroll was slightly above budget. Profit was up \$42,594 to budget.

December was also a very positive month, being our best December in over 10+ years. Sales were \$294,000, which was \$97,000 above budget. Many repeat groups like The Giving Heart, Virginia Chamber Economic Summit, The Valor Awards Breakfast, VCU Graduations, the Mid Atlantic Asphalt Expo, etc. Cost of sales was down 7.5% to budget which is outstanding. Payroll was also down 10.6% to budget. Profit was \$56,000, our first profitable December in a long time. Year to date, sales are up by \$189,000 and profits are up by almost \$48,000.

There was no Richmond Region Tourism report, and no New Business was introduced.

CLOSED SESSION
GREATER RICHMOND CONVENTION CENTER AUTHORITY
January, 19 2024

Pursuant to Sections 2.2-3711(A)(3), (5), (6), (7), and (8) and Section 2.2-3712 of The Virginia Freedom of Information Act (Code of Virginia Section 2.2-3700 et. seq.), I move that the Board go into closed session to consult with legal counsel and staff for the following purposes:

- (1) To discuss the possible acquisition or disposition of real property;
- (2) To discuss a prospective business or industry;
- (3) To discuss the potential investment of public funds where competition or bargaining may be involved; and
- (4) To discuss specific legal matters requiring the provision of legal advice by counsel.

Motion -- Lincoln Saunders
Second – Nancy C. Thomas

Vote:	Ayes	Nays
John A. Budesky	<u> X </u>	_____
Joseph P. Casey	<u> X </u>	_____
Lincoln Saunders	<u> X </u>	_____
Nancy C. Thomas	<u> X </u>	_____
John A. Vitoulkas	<u> X </u>	_____

Absent During Meeting: None

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Commissioners (the “Board”) for the Greater Richmond Convention Center Authority (the “Authority”) convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed, or considered by the Authority.

The following roll call vote was taken:

Vote:	Ayes	Nays
John A. Budesky	<u> X </u>	_____
Joseph P. Casey	<u> X </u>	_____
Lincoln Saunders	<u> X </u>	_____
Nancy C. Thomas	<u> X </u>	_____
John A. Vitoulkas	<u> X </u>	_____

Absent During Session: None

Mr. Saunders made a motion to approve the Resolution entitled “Resolution of Greater Richmond Convention Center Authority Regarding Operations Contract Supervision Agreement”. The motion was seconded by Mr. Budesky.

RESOLUTION OF GREATER RICHMOND CENTER CONVENTION AUTHORITY REGARDING OPERATIONS CONTRACT SUPERVISION AGREEMENT

WHEREAS, the Greater Richmond Convention Center Authority (the “Authority”) and Global Spectrum, L.P., currently doing business as OVG 360 (the “Operator”) entered into a

contract dated May 8, 2012, as amended and extended from time to time (the “Operations Contract”), pursuant to which contract the Operator is responsible for the day-to-day management and operation of the Greater Richmond Convention Center (the “Center”); and

WHEREAS, the Authority and ARAMARK Sports and Entertainment Services, LLC (the “Food Services Manager”) entered into that certain Food Service Management Agreement dated June 30, 2008, as amended and extended from time to time (the “Food Services Contract”), pursuant to which contract the Food Services Manager is responsible for providing food services at the Center; and

WHEREAS, the Authority has no employees, and given the complexity of the Operations Contract and the Food Services Contract, neither the Authority Board nor the Authority’s existing committees can properly monitor and supervise the day-to-day performance of these contracts; and

WHEREAS, the Authority and the Richmond Metropolitan Convention Center and Visitors Bureau, doing business as Richmond Region Tourism (“RRT”) entered into that Amended and Restated Operations Contract Supervision Agreement dated March 17, 2017 (the “A&R Contract Supervision Agreement”), pursuant to which contract RRT is responsible for monitoring and supervising the Operator’s and Food Services Manager’s performance under the Operations Contract and the Food Services Contract, respectively, on behalf of the Authority; and

WHEREAS, pursuant to the terms of the A&R Contract Supervision Agreement, the Authority and RRT agreed to designate Mr. John F. Berry, Jr. (“Mr. Berry”), RRT’s President and Chief Executive Officer as the individual to fulfill RRT’s obligations under the A&R Contract Supervision Agreement and to provide for the Authority to compensate Mr. Berry for performance of such obligations; and

WHEREAS, the A&R Contract Supervision Agreement provides that if Mr. Berry is no longer employed as RRT’s President and Chief Executive Officer, the Authority has the right approve RRT’s designated replacement for Mr. Berry or to terminate the A&R Contract Supervision Agreement; and

WHEREAS, Mr. Berry is scheduled to retire from RRT on or before June 30, 2024; and

WHEREAS, Henrico County, a participating jurisdiction that helped to create the Authority, is considering hiring Mr. Berry as a Henrico County employee, and Mr. Berry’s employment with Henrico County would commence on or about the date that he is scheduled to retire from RRT; and

WHEREAS, Henrico County is willing to designate Mr. Berry to continue to monitor and supervise the Operator’s and Food Services Manager’s performance under the Operations Contract and the Food Services Contract, respectively, on behalf of the Authority, subject to finalizing a new agreement between Henrico County and the Authority that will be in place of the existing A&R Contract Supervision Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER RICHMOND CONVENTION CENTER AUTHORITY AS FOLLOWS:

1) The Board finds that it is in the best interest of the Authority for Mr. Berry to continue to monitor and supervise the Operator’s and Food Services Manager’s performance under the Operations Contract and the Food Services Contract, respectively, on behalf of the Authority (the “Supervision Services”).

2) The Authority hereby directs the finance committee, with the assistance of legal counsel for the Authority, (i) to negotiate new agreement with Henrico County that will replace the A&R Contract Supervision Agreement (the “New Contract Supervision Agreement”) and to submit the New Contract Supervision Agreement for the Board’s review and potential approval prior to June 30, 2024, and (ii) to work with RRT to execute a mutual termination of the A&R Contract Supervision Agreement.

3) The Board authorizes the finance committee to agree to the following basic terms for the New Contract Supervision Agreement:

a) Henrico County will compensate Mr. Berry an amount equal to Thirty-Thousand Dollars (\$30,000.00) (the “Annual Compensation”) as compensation for providing the Supervision Services.

b) The Authority will reimburse Henrico County an amount equal to the Annual Compensation plus Henrico County’s costs for the payroll tax for such amount and the cost of any benefits, including healthcare insurance, provided to Mr. Berry (the “Reimbursement”).

c) Any increases in the Annual Compensation and/or the Reimbursement for subsequent fiscal years shall be subject to Board approval.

4) All acts of the officers and commissioners of the Authority that are in conformity with the purposes and intent of this resolution, whether such acts occurred before or occur after the adoption of this resolution, are hereby ratified, accepted, confirmed and approved.

5) This resolution shall take effect immediately upon adoption.

ADOPTED the 19th day of January 2024.

The Board approved the motion by the following vote:

Ayes:	Budesky, Casey, Saunders, Thomas, Vithoukas
Nays:	None
Absent:	None

There being no further business to discuss, the meeting was adjourned at 11:15 a.m. The next meeting date is scheduled for Friday, March 15, 2024 at 10:00 a.m.