



## AUTHORITY BOARD MEETING

**Date/Time:** Thursday, September 27, 2023; 12:00 P.M.

**Location:** Coronado Performing Arts Center, New Lobby  
314 North Main Street, Rockford, IL 61101

### MINUTES

**Board Members Present:** Craig Thomas Rudy Valdez  
John Phelps Geno Iafrate  
Bobbie Holzwarth

**Board Members Absent:** Dan McMahon Tom Walsh  
Megan McCoy

**Others Present:** Alderman Chad Tuneberg  
Alderman Frank Beach  
Tim Rollins, Attorney  
Beth Howard, Friends of Coronado

**Staff Present:** Gretchen Gilmore, General Manager, ASM Rockford  
Doug Johnson, Assistant General Manager, ASM Rockford  
Jackie Powers, Finance Coordinator/RAVE Board Secretary, ASM Rockford

**Chairman Thomas called the meeting to order at 12:02 P.M.**

Craig Thomas calls the meeting to order.

**MINUTES** – The minutes from the August 24, 2023, meeting are reviewed and approved.

***MOTION: To approve the August 24, 2023, minutes made by Bobbie Holzwarth, second by Rudy Valdez. Motion passes unanimously.***

### **COMMITTEE REPORTS**

- **Finance**

**Mr. Tom Walsh, Chair**

Craig Thomas reports on the Chicago Blackhawks Foundation Gala which was attended by several board members and ASM employees. Gretchen Gilmore reviews the July and August 2023 financials. Gretchen Gilmore states October will be a busy month with events and auditors on site for field work. Gretchen Gilmore explains the finance department will be transitioning to new accounting software.

***MOTION: To approve the July 2023 financials made by Rudy Valdez, second by Bobbie Holzwarth. Motion passes unanimously.***

***MOTION: To approve the August 2023 financials made by John Phelps, second by Bobbie Holzwarth. Motion passes unanimously.***

- **Executive** **Mr. Craig Thomas, Chair**  
No report at this time.
- **Davis Park** **Mr. Tom Walsh, Chair**  
No report at this time.
- **Coronado** **Mr. Craig Thomas, Chair**  
No report at this time.
- **DEI Advisory Group**  
No report at this time.
- **Governance** **Mr. Tim Rollins, Attorney**  
No report at this time.
- **Capital Improvement** **Mr. John Phelps, Chair**  
No report at this time.

**TREASURER’S REPORT – Mr. Tom Walsh, Treasurer**

No report at this time.

**GENERAL MANAGERS REPORT – Ms. Gretchen Gilmore, GM**

Gretchen Gilmore reports we are weighing options for purchasing a projector for the Coronado to save rental costs and we are working with the City of Rockford to update the windows on Park Avenue and make them more inviting. Doug Johnson informs the board promoters have commented the Coronado dressing rooms need to be updated and he is working with Rhiannon Yandell from Flaunt Productions to curate artwork from local artists for the spaces. The artwork is for sale, as well. Gretchen Gilmore reports she will be meeting with the City of Rockford to review capital improvement projects, including the LED light conversion project in the Theatre. John Phelps inquires if Commonwealth Edison is subsidizing the project and is informed they are providing a discount for the building automation system. Gretchen Gilmore informs the board we are still waiting for an update on the Phase One design for Davis Park and construction is anticipated to begin May of 2024.

Doug Johnson provides a programming update for the board and invites everyone to attend the upcoming Naturalization ceremony at the Coronado. Doug Johnson draws the board members’ attention to the “Grab and Go” concession area in the Coronado lobby and explains the added benefit of the area to concession sales. Gretchen Gilmore reviews a large and exciting upcoming private event at the BMO Center that we will draw attendees from not just other states, but also other countries. Gretchen Gilmore and Doug Johnson express optimism that more events of this nature will be booked in the arena. Craig Thomas remarks that the size of the arena makes it viable for such events and if they are not hosted at the BMO Center they may be hosted outside of our community.

Gretchen Gilmore updates the board on the status of arena renovations, including change orders and delays. Even with the setbacks the project is still on track to hold the ribbon cutting ceremony and festivities on October 12, 2023. Gretchen Gilmore informs the board a mural has been commissioned for the BMO Center and it will be unveiled at the ribbon cutting. Gretchen Gilmore explains the outdoor concrete project is currently on schedule, but the contractors have uncovered some past interior work that also needs to be renovated to current standards. Gretchen Gilmore expects the new website will be ready by December 2023.

Gretchen Gilmore informs that she recently attended a zoning board of appeals meeting to discuss new wall signs outside the BMO Center. Gretchen Gilmore states the building automations system project for both the BMO Center and the Coronado Performing Arts Center are on schedule. Gretchen Gilmore updates the board on the status of grants and The BMO Center engineering study. Gretchen Gilmore notifies the board she will be emailing information regarding the activity of the DEI committee.

Gretchen Gilmore thanks the city council for approving the parking agreement for an upcoming event. Alderman Chad Tuneberg briefly discusses the decision to approve the parking agreement. Rudy Valdez expresses interest in chairing the DEI Advisory Group.

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

Tim Rollins reports a parking agreement for the spaces next to The Brown Building is being drafted by First Midwest Group and he will update as it becomes available. Tim Rollins notifies the board the intergovernmental agreement for parking between the Authority, the City of Rockford, and Winnebago County is being updated due to the recent sale of a parking lot. Gretchen Gilmore updates that we have moved forward with ABM and the City of Rockford and have been approved to use another parking lot. There are some items to be cleared up in the agreement before final approval.

#### **CHAIRMAN'S REPORT – Mr. Craig Thomas**

Craig Thomas updates the board on the status of the IGA with the City of Rockford and reports a productive meeting was held with another to follow and requests Alderman Tunberg and Alderman Beach attend to be involved in the discussion. Craig Thomas informs the board that he, John Phelps, and Grethen Gilmore have met to discuss the current board committees, potential additional committees, and changes to current committees, along with recommendations for possible board representatives for each committee. Craig Thomas will be speaking to members individually regarding committees prior to the next board meeting and thanks Rudy Valdez for his interest in the DEI Committee.

#### **OLD BUSINESS:**

None at this time.

#### **NEW BUSINESS:**

None at this time.

**ADJOURNMENT** – The Authority Board adjourned at 12:41 P.M.

***MOTION: To adjourn made by Rudy Valdez, second by Craig Thomas. Motion passes unanimously.***

Respectfully Submitted

Jackie Powers, Authority Board Secretary/ FOIA Officer