



## AUTHORITY BOARD MEETING

**Date/Time:** Wednesday, January 25, 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      Bobbie Holzwarth  
John Phelps      Tom Walsh  
Rudy Valdez

**Board Members Absent:** Martesha Brown      Geno Iafrate

**Others Present:** Alderman Chad Tuneberg  
Alderman Frank Beach  
Tim Rollins, Attorney  
Kevin McCarthy, Winnebago County Liaison

**Staff Present:** Gretchen Gilmore, General Manager, BMO Center  
Doug Johnson, Assistant General Manager, BMO Center  
Jackie Powers; Finance Coordinator/RAVE Board Secretary, BMO Center  
Bethany Bohn, Director of Marketing and Private Event Sales, BMO Center  
Jerry Funk, Wipfli Senior Manager  
Beth Howard, Executive Director, Friends of the Coronado Foundation

**Chairman Thomas called the meeting to order at 12:00 P.M.**

Craig Thomas calls the meeting to order and welcomes Kevin McCarthy, the new Winnebago County Board Representative.

**MINUTES** – The minutes from the October 26, 2022, meeting are reviewed and approved.

***MOTION: To approve the October 26, 2022, minutes made by Rudy Valdez, second by Bobbie Holzwarth. Motion passes unanimously.***

The minutes from the December 7, 2022, meeting are reviewed and approved.

***MOTION: To approve the December 7, 2022, 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**

Chairman Thomas informs the board that Mike Dunn and Howie Heaton have resigned from the board, he has been in contact with both the city and the county regarding filling the vacancies and encourages anyone with suggestions for appointees to contact him.

- **Davis Park** **Mr. Tom Walsh, Chair**

Gretchen Gilmore reports she attended a meeting with the city to review RFP responses for a design consultant and that they are on track to begin park renovations this summer. Bobbie Holzwarth informs the board there will be news coming regarding the installation of public art at Davis Park.

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

Gretchen Gilmore updates the board that they are moving forward with the building automation system at the Coronado. Gretchen Gilmore informs the board that two press conferences were held at the Coronado, one for an upcoming show and one to announce the hiring of a new Director of the Rockford Symphony Orchestra.

- **DEI Advisory Group** **Ms. Martesha Brown, Chair**

No report at this time.

- **Governance** **Mr. Tim Rollins, Attorney**

Craig Thomas questions Attorney Tim Rollins about administering the board oath to new member Geno Iafrate and plans are made to administer the oath prior to the next meeting if not already completed.

- **Program Advisory Group**

No report at this time.

- **Capital Improvement** **Mr. John Phelps, Chair**

John Phelps reviews conference calls he and Gretchen Gilmore have had with representatives of the Blackhawks and ASM regarding the Capitol Improvement 20 year plan that will help form the basis for the IGA agreement with the City of Rockford.

## **TREASURER'S REPORT – Mr. Tom Walsh, Treasurer**

Tom Walsh and Gretchen Gilmore overview the audit procedure for the board. Gretchen Gilmore gives a brief overview of the October, November, and December 2022 financials highlighting profitable events and stating that we over-performed the budget. Gretchen Gilmore directs the board's attention to the financial packet and reports that for the first time in RAVE history we are expecting to make a profit.

***MOTION: To approve the October 2022 financials made by Tom Walsh, second by Bobbie Holzwarth. Motion passes unanimously.***

***MOTION: To approve the November 2022 financials made by Rudy Valdez, second by Bobbie Holzwarth.  
Motion passes unanimously.***

***MOTION: To approve the December 2022 financials made by Tom Walsh, second by Bobbie Holzwarth.  
Motion passes unanimously.***

Gretchen Gilmore reviews the financial forecasts with the board and reports attendance for The Rockford IceHogs is up this year. Tom Wash and Gretchen Gilmore introduce Jerry Funk from WiPFLI to review the audit process, financial statements, forms, and findings. Jerry Funk reports the audit resulted in a clear opinion, which is the best opinion one can receive on the report.

***MOTION: To approve the FY22 audited financial statements made by John Phelps, second by Rudy Valdez.  
Motion passes unanimously.***

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

Gretchen Gilmore introduces Bethany Bohn, the new Director of Marketing and Private Event Sales. Bethany Bohn gives a brief overview of her experience and her excitement for the position. Doug Johnson reviews events and ticket sales, reporting higher numbers for our events, and highlighting possible new promoters and shows coming to the venues. Beth Howard updates the board on Reach for the Stars and projects higher numbers for the area 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders this year with more performances thanks to a generous funder for the project. Gretchen Gilmore updates the board regarding a recent burst pipe at the Coronado, the upcoming assessment of any long-term damages, and the insurance claim by the city. Doug Johnson praises the operations and event staff for their good work. Frank Beach begins a discussion regarding area hotel use during our events and is informed of an upcoming press conference with the Rockford Area Convention and Visitors Bureau. Doug Johnson reports we are drawing shows from Chicago and Frank Beach revisits the issue of event parking for our venues. Gretchen Gilmore updates the board on the upcoming bid for Phase Three of the renovation. Gretchen Gilmore informs the board the March Board meeting will be moved back one week. Gretchen Gilmore tells the board there is a tour scheduled to review the renovations to date and updates the board regarding an insurance claim at the BMO Center. Chad Tuneburg inquires about our ability to draw big talent with our seating capacity and Doug Johnson discusses booking shows with multiple dates. More discussion follows regarding hotel room usage during events.

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

No report at this time.

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

Craig Thomas informs the board that a representative of First Midwest Group has contacted RAVE regarding completing the formal easement agreement for Lot 27. Craig Thomas and Gretchen Gilmore advise the board regarding the verbal agreement and practice regarding the use of Lot 27. Craig Thomas tells the board we are moving forward on our IGA with the city and outlines what the agreement may entail. Kevin McCarthy expresses his pleasure at joining the RAVE board.

#### **OLD BUSINESS:**

None at this time.

#### **NEW BUSINESS:**

None at this time.

**ADJOURNMENT** – The Authority Board adjourned at 1:03 P.M.

***MOTION: To adjourn made by Rudy Valdez, second by Bobbie Holzwarth. Motion passes unanimously.***

Respectfully Submitted

Jackie Powers, Authority Board Secretary/ FOIA Officer