



AUTHORITY BOARD MEETING

Date/Time: Wednesday, May 31, 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
Tom Walsh Megan McCoy
John Phelps Geno Iafrate
Martesha Brown Bobbie Holzwarth
Dan McMahon

Board Members Absent: None

Others Present: Alderman Chad Tuneberg
Alderman Frank Beach
Tim Rollins, Attorney
Kevin McCarthy
Beth Howard, Friends of the 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
Ashley Minnick, Director of Event Management, ASM Rockford
Carla Rubio, Accounting Manager, ASM Rockford
Ulises Picon, Box Office Manager, ASM Rockford

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

Craig Thomas brings the meeting to order and welcomes new board member, Dan McMahon.

MINUTES – The minutes from the April 26, 2023, meeting are reviewed and approved.

***MOTION: To approve the April 26, 2023, 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**

No report at this time.

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

Gretchen Gilmore informs the board the city of Rockford will hold a press conference to announce the opening of the docks at Davis Park and that she and Doug Johnson will be attending a feasibility workshop with the architects for Davis Park.

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

No report at this time.

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

Martesha Brown updates the board regarding the quarterly meeting of the DEI Advisory group. Gretchen Gilmore reports meeting with DEI expert Rebecca Francis for team building and a planned DEI customer service training for part time staff, and upcoming free movies at Davis Park and the Coronado Performing Arts Center.

- **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

Tom Walsh defers to Gretchen Gilmore to review the April financials. Gretchen Gilmore explains that April was still a profitable month even though there were six Coronado events that did not happen. The new deal structure with the IceHogs resulted in profitable playoff games. Craig Thomas clarifies for new board members that there has been an effort to create increased activity at the BMO. Gretchen Gilmore explains the city subsidy may now be used for capital improvements for the BMO rather than offsetting losses as in the past.

Gretchen Gilmore introduces Carla Rubio, the new Accounting Manager, and informs the board we are in the process of hiring a new Human Resources Coordinator.

MOTION: To approve the April 2023 financials made by Tom Walsh, second by Bobbie Holzwarth. Motion passes unanimously.

GENERAL MANAGERS REPORT – Ms. Gretchen Gilmore, GM

Gretchen Gilmore updates the board regarding the restoration of the owner's apartment and other summer projects happening at the Coronado. Gretchen Gilmore informs the board that she is looking into purchasing a PA system for the Coronado which will help reduce the cost of rentals. Discussions are ongoing about making the system portable, allowing it to also be used at Davis Park. Geno lafrate inquires if sponsorship for the sound system has been explored and is informed Doug Johnson will investigate that. Gretchen Gilmore notifies the board that the IceHogs will be having their annual store garage sale and explains the sponsorship agreements currently in place with the Chicago Blackhawks. Doug Johnson reviews the scheduled events at

the Coronado and BMO Center, including another Naturalization ceremony, a rehearsal space for a Lalapalooza band, and promises a busy Fall season for both venues. Gretchen Gilmore informs the board the ice will go in by October 1st to accommodate the IceHogs training camp the first week of October.

Gretchen Gilmore gives a status on renovations and discusses the settlement with the scoreboard company due to the liquidated damages clause in the contract. Escalator repair is ongoing, and Phase Three construction has already begun, and administrative offices have been moved to the suite area of the BMO Center. Gretchen Gilmore informs that the marketing teams for the BMO Center and the IceHogs will be documenting the renovations and sharing with the public. Gretchen Gilmore updates the board on the Exterior Concrete project and its alternates. Craig Thomas clarifies there have been discussions with the Blackhawks regarding the expansion of a side of the concourse that may now be possible if additional funding is secured, changing the concrete repair in that area. Gretchen Gilmore reviews the bids for the concrete project and states the funding is available for the base bid and alternate one and invites questions from the board.

MOTION: To approve awarding the contract for the BMO Exterior Concrete project to Scandrol Construction, Inc. in the amount of \$2,600,585 for its base bid and Alternate 1 in the amount of \$336,446 made by John Phelps, second by Rudy Valdez. Craig Thomas abstains, Motion passes.

Gretchen Gilmore informs the board that the BMO marketing team has been attending meetings, ASM Global is launching a new customer survey called Insights, and Prolific 1 to aid in filling premium seating for shows.

Gretchen Gilmore updates the board that the DCEO has lowered the minority and women business-owned goals to 11% and we will be able to meet that goal, which will make it possible to avoid future funding issues. They also performed a grant-monitoring report and asked that we come up with a supplement to our sexual harassment policy with instructions on how to file a sexual harassment claim with the state documented.

Gretchen Gilmore states the Capital Planning and Improvements working group also met and reviewed the latest Construction in Progress at the BMO and they plan to move forward with a building automation system for the BMO Center, providing efficiency and cost-savings. ASM Global is also going to be doing a site survey on the elevators and escalators to ensure we are getting the best pricing and service available.

Gretchen Gilmore and Craig Thomas discuss scheduling a board retreat in August and what that would entail.

COUNSEL'S REPORT – Attorney Tim Rollins

No report at this time.

CHAIRMAN'S REPORT – Mr. Craig Thomas

Craig Thomas informs the board there have been discussions with city representatives, consultants, and the Blackhawks to investigate opportunities for additional funding to complete some projects not covered by the current renovations, but there are no specifics to report at this time.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

None at this time.

ADJOURNMENT – The Authority Board adjourned at 12:45 P.M.

MOTION: To adjourn made by Tom Walsh, second by Bobbie Holzwarth. Motion passes unanimously.

Respectfully Submitted

Jackie Powers, Authority Board Secretary/ FOIA Officer