

CHARLESTON COLISEUM & CONVENTION CENTER / MUNICIPAL AUDITORIUM BOARD

Meeting Minutes: February 23, 2021

Chairperson Carrie Fenwick called the Charleston Coliseum & Convention Center / Municipal Auditorium Board to order at 4:00 P.M. on February 23, 2021 in Conference Room 202-203 of the Convention Center. Those members in attendance included Tim Brady, Kim Burton, Carrie Fenwick, Bernie Layne, Belle Manjong, Ronnie Murad, Andy Richardson, Chad Robinson, City Manager Jonathan Storage, Tessa White, Booking Director Patrick Leahy, Assistant General Manager Andrew Thompson, Business Manager Betty Tinney, and Marketing Director Veronica Ratcliff. Also in attendance was Shura Garnett with OVG and Doug Connors with Centerplate.

Ms. Fenwick opened the meeting by telling the board that Sam Minardi has submitted his resignation and will no longer be serving on the board.

Ms. Fenwick reported that the minutes of the board meeting held on January 27, 2021 were distributed prior to the meeting. Mr. Richardson moved the minutes be approved as distributed. Ms. White seconded the motion. Motion approved.

Ms. Tinney gave a financial report. She stated that the MA did not receive any income in January 2021 or 2020, so the YTD revenue remains at \$1,500 compared to \$22,000 last year. The expenses for January were a minimal \$4,400 with Utilities being 60% of that total.

The CCCC financial statement for January 2021 indicates an operating loss of \$50,000. YTD operating revenues are \$8,800 compared to \$1,256,000 in the last fiscal year.

Operating expenses for January total \$205,000, which is approximately \$98,000 lower than last January. YTD operational expenses are \$656,000 lower than the last YTD.

An operational subsidy of \$235,000 was required in January 2021 while none was required in January 2020. YTD subsidy stands at \$1,023,000 compared to \$318,000 last YTD.

Mr. Richardson moved to accept and file the financial statement as presented. Mr. Storage seconded the motion. Motion approved.

Ms. Fenwick asked about the governor's cares money that was given to the facility. Mr. Storage stated that we have not yet spent any of that money but there have been discussions on the best use of the funds. We may have the option to use this money to pay the OVG & Centerplate invoices, but that will take all of the \$500,000. From a legal standpoint, we should be permitted to use this money for booking and marketing purposes, so it might make sense to put emphasis on that in order to bring in more revenue.

Mr. Storage also stated that the Kanawha Charleston Health Department received FEMA dollars, so they will soon begin reimbursing us for the vaccination clinics. If we invoice KCHD on a monthly basis, they will be able to request federal money to pay within 30-60 days.

Ms. Fenwick brought up the discussion of the CCCC employee pay increases that were delayed. She stated that the discussion was supposed to take place in January, but did not make it onto the agenda. Mr. Storage stated that financially the money is there, but the expense would be coming from anticipated revenue. Now that events are starting to take place again, revenue will be picking up.

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Ms. White motioned that the eleven active CCCC employees should be given the \$2,000 across the board increase and caught up for the current fiscal year. Mr. Brady seconded the motion. Motion approved.

Mr. Storage pointed out that catching up employee's increases for the current fiscal year would not be considered back pay. He stated that he would discuss with HR to determine the best way to distribute the money to the employees. He also stated that a discussion on how to handle the increase and employees that have been furloughed would need to be paused until we can speak with HR and do some research. He did state that we are under no legal obligation to pay anyone back pay, so if an employee was furloughed for the entire fiscal year and then decided not to return, they would not be owed any money.

Mr. Richardson asked about the process for bringing back furloughed employees. Ms. Fenwick stated that a tentative timeline was created for bringing furloughed employees back, but the final decision is based on need and revenue.

Mr. Leahy presented an executive summary to the board. He gave updates on activity, events and projects of each department.

Next meeting – March 30, 2021.

Meeting adjourned.