

**CHARLESTON COLISEUM & CONVENTION CENTER /
MUNICIPAL AUDITORIUM BOARD**

Meeting Minutes: March 30, 2021

Chairperson Carrie Fenwick called the Charleston Coliseum & Convention Center / Municipal Auditorium Board to order at 4:00 P.M. on March 30, 2021 in Conference Room 202-203 of the Convention Center. Those members in attendance included Tim Brady, Kim Burton, John Cavacini, Carrie Fenwick, Andrew Jordon, Belle Manjong, Ronnie Murad, Andy Richardson, Chad Robinson, Tessa White, General Manager Patrick Leahy, Assistant General Manager Andrew Thompson, Business Manager Betty Tinney, and Director of Sales & Marketing Veronica Ratcliff.

Ms. Fenwick reported that the minutes of the board meeting held on February 23, 2021 were distributed prior to the meeting. Ms. White pointed out three changes that needed to be made to the minutes, and moved to approve the February minutes with those changes. Mr. Brady seconded the motion. Motion approved.

Ms. Tinney gave a financial report. She stated that the MA did not receive any income in February 2021. Year to date revenues are \$30,000 lower than the previous year to date. Expenses for February were \$5,711, with Utilities being 75% of that total.

Operating revenues for the CCCC total \$33,000 for February 2021, which is \$466,000 lower than February 2020. Year to date operating revenues are \$51,500 compared to \$1,712,000 last year to date. Operating expenses for February totaled \$166,000, which is approximately \$225,000 lower than last February.

An operational subsidy of \$91,000 was required this year while none was needed in February 2020. Year to date subsidy totals \$1,114,000 compared to \$318,000 last year to date.

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

Mr. Leahy presented an executive summary to the board. He gave updates on activity, events and projects of each department. Ms. Ratcliff gave a presentation on the refreshed website design.

As part of the executive summary, Mr. Leahy informed the board that he would like to have a discussion regarding rate changes. Ms. Fenwick recommended that the Budget & Rates Committee meet soon to discuss the proposed rates and language and if in agreement make a full recommendation to the board at the April meeting.

Mr. Leahy also handed out a document outlining a list of proposed capital improvement projects. Ms. Fenwick recommended that the Building & Grounds Committee set up a meeting before the next board meeting to discuss and prioritize.

Next meeting – April 27, 2021.

Meeting adjourned.