

CHARLESTON COLISEUM & CONVENTION CENTER / MUNICIPAL AUDITORIUM BOARD

Meeting Minutes: April 26, 2022

Chairperson Carrie Fenwick called the Charleston Coliseum & Convention Center / Municipal Auditorium Board to order at 4:00 P.M. on April 26, 2022 in the Jordon Board Room. Those members in attendance included Tim Brady, Kim Burton, John Cavacini, Carrie Fenwick, Andrew Jordon, Bernie Layne, Brad Marple, Eric Nelson, Andy Richardson, Jonathan Storage, General Manager Patrick Leahy, Assistant General Manager Andrew Thompson, Director of Sales & Marketing Veronica Ratcliff, and Business Manager Betty Tinney.

Ms. Fenwick reported that the minutes of the board meeting held on March 29, 2022 were distributed prior to the meeting. Mr. Richardson motioned to accept the minutes as distributed. Mr. Brady seconded the motion. Motion approved.

Mr. Nelson gave a financial report. He stated that in March 2022 we had an operating income of \$427,304, compared to \$1,494 last March. Operating revenues are \$426,000 higher than last year due to an uptick in event activity. Year to date operating revenues are \$1,947,000, which is an increase of \$1,892,000. Year to date operating expenses are \$1,200,000 higher than last year to date, which is in line with significant increase in facility usage. An operational subsidy was not requires in March 2022 but \$450,200 was needed in March 2021. Year to date subsidy remains at \$719,767 compared to \$1,564,200. Mr. Nelson motioned to accept the financial report. Mr. Richardson seconded the motion. Motion approved.

Mr. Storage presented a revised version of the Finance Manual. The redlined document was sent to the full board prior to the meeting. Mr. Storage said the changes, all related to travel expenses, were not more aligned with other city departments. Mr. Brady motioned to accept the revised version of the Finance Manual. Mr. Cavacini seconded the motion. Motion approved.

The proposed budget schedule for FY 2022/23 was discussed. It was decided that May and June meetings would be combined on June 7.

Mr. Leahy gave a venue report for March 2022, updating the board on all departments.

Meeting adjourned.