

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

Meeting Minutes: March 12, 2020

Chairperson Carrie Fenwick called an emergency meeting of the Charleston Coliseum & Convention Center / Municipal Auditorium Board to order at 2:30 P.M. on March 12, 2020 in the Jordon Board Room and by conference call. Those members in attendance included Tim Brady, Kim Burton, Carrie Fenwick, Andrew Jordon, Belle Manjong, Sam Minardi, Ronnie Murad, Chad Robinson, City Manager Jonathan Storage, Interim General Manager Jim Smith, and Business Manager Betty Tinney. Other members of the staff that were present included Administrative Assistant Anna Westfall, Event Coordinators Jo Beyer and Kelli Peters, Facilities Superintendent Dan Brown, Safety and Security Coordinator Wes Smith.

Ms. Fenwick explained that the purpose of the meeting was to consider and decide whether to limit access to the Coliseum & Convention Center and Municipal Auditorium in response to the imminent COVID-19 threat to public health and safety.

Mr. Storage informed the board that this has been declared an official public health crisis. He went on to say that West Virginia University and Marshall University have cancelled classes, the NBA has cancelled the remainder of their season, and the NCAA has cancelled all their upcoming tournaments. In a press conference today given by Governor Jim Justice he cancelled all the upcoming WVSSAC High School Basketball tournaments beginning as soon as the current session concludes.

Currently the State Health Department is asking people to limit themselves to groups of 250 people or less. Ms. Fenwick stated that we need to be proactive and follow these guidelines and monitor this virus. At this time there are no confirmed cases of the virus in this state.

Mr. Smith gave a report of upcoming events that will be affected by the 250-person limit. This is the CCCC's busiest time of the year so many large clients will have to be cancelled or postponed. Mr. Smith has already given the WVSSAC available dates as options to reschedule the boy's tournament.

Mr. Storage recommended that we begin with 30 calendar days starting today and all events with more than 250 people would be cancelled or postponed. He said that the city will help figure out how we will recover financially from lost business, this is why there are extra rainy-day funds set aside.

Ms. Fenwick asked how this would affect employees at the facilities. Mr. Smith stated that we use mostly contract labor and the full-time employees would have plenty to keep them busy.

Mr. Storage moved to suspend all events where 250 or more attendees are expected and to reevaluate at the end of the 30 days. Also, to give Jim Smith and staff the discretion to cancel and reschedule events outside of that 30-day window and allow them to waive penalties for events for the next six months. Mr. Brady seconded the motion. Motion approved.

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The 30-day window will end on April 13th and at that time the situation will be re-evaluated by the board.

The next board meeting will take place on Tuesday, March 31, 2020.

Meeting adjourned.