CHARLESTON COLISEUM & CONVENTION CENTER / MUNICIPAL AUDITORIUM BOARD MEETING MINUTES

August 27, 2024 at 4pm
Jordon Board Room

Members Present:	Time Brady	Kim Covert
	Carrie Fenwick	Mary Beth Hoover
	John Ingram	Andrew Jordon
	Brad Marple	Ben Mishoe
	Andy Richardson	Chad Robinson
	Tessa White	
Others Present:	Patrick Leahy	Veronica Ratcliff
	Andrew Thompson	Betty Tinney

Mr. Richardson reported that the minutes of the board meeting held on June 11, 2024, were distributed prior to the meeting. Mr. Richardson motioned to accept the minutes as distributed. Mr. Brady seconded the motion. Motion approved.

Ms. Fenwick gave a Personnel Committee Report. She stated that the committee had previously discussed the qualitative bonus for 2023-24 and the criteria for 2024-25. Mr. Richardson motioned to keep the current criteria for the 24-25 fiscal year and to pass items #2-6 for fiscal year 23-24. Mr. Brady added that he gave a pass for #1 which relates to the CVB relationship. Ms. Hoover seconded the motion. Motion approved.

Mr. Robinson gave a Promotion & Development Committee report. He stated that the committee met for the first time in several years to discuss upcoming sponsorship agreements. He stated that once the agreements are finalized the names of the sponsors will be announced.

Ms. Tinney gave a financial report for June and July 2024. After a brief discussion Mr. Richardson motioned to accept and file the financial report as distributed. Ms. White seconded the motion. Motion approved.

Mr. Thompson gave a venue report for the months of June and July 2024.

Mr. Mishoe informed the board that the city had contracted THP Limited to inspect all of the parking garages in the city, including the two (garages #3 & 4) managed by the CCCC. He stated that substantial damages were found in the staircases, and they must be replaced. The fee for THP to design, bid, award, and oversee construction will be approximately $117,000. This does not include actual construction. Mr. Mishoe asked for authorization to utilize capital improvement funds to pay for the services.

Mr. Robinson motioned to direct Mr. Mishoe to work with Andy Wood to see if Municipal Auditorium CIF could be used and get approval. If approved, move forward with the payment. If MA funds are not approved, move forward with the full payment from the CCCC CIF. Ms. White seconded the motion. Motion approved. The design work is scheduled to be completed by the end of the calendar year.

Next meeting September 24, 2024. Meeting adjourned.