

WILL COUNTY METROPOLITAN EXPOSITION AND AUDITORIUM AUTHORITY

Date: December 20, 2017

Authority Memo Number **079-2017 November 15, 2017 Regular Meeting Minutes**

The November 15, 2017 regular meeting of the Will County Metropolitan Exposition and Auditorium Authority Board was held at 15 E. Van Buren Street, Joliet, Illinois 60432. Chairman Bob Filotto opened the meeting at 4:02 P.M. with a quorum present and welcomed Board members and the public.

Present: Joe Carlasare, Jane Condon, Bob Filotto, Tom Osterberger, Jeff Pierson, Kathy Trizna and Council Liaison Pat Mudron

Absent: Donnie Chestnutt

Others: Legal Counsel David Silverman, Mahoney, Silverman, Cross Law Firm; Ron Romero, videographer; Rialto Square Theatre Foundation Board members, IATSE Local 124 members as well as members of the public and the press

Staff: Val Devine, Jack Ericksen, Dale Evans, Patti Fitzpatrick, Jan Gilligan, Nancy Lindmark, Leann Hoffrogge and Marilyn McSteen

APPROVAL OF MINUTES

Authority Memo Number **075-2017 Regular October Meeting Minutes**

**Motion:** Carlasare moved and Pierson seconded approval of the regular October meeting as presented.

AYES: Carlasare, Condon, Filotto, Osterberger, Pierson, Trizna

NAYS:

**Discussion:** The Chair invited questions and, hearing none, requested a motion. With the motion on the floor, the Chair directed roll be called. Motion passed.

Public to be Heard Re: Agenda Items – No response.

**EXECUTIVE SESSION**

**Motion:** Carlasare moved and Condon seconded the meeting into closed session to discuss matters of lease negotiations.

AYES: Carlasare, Condon, Filotto, Osterberger, Pierson, Trizna

NAYS:

The meeting was closed at 4:05 and reopened at 4:25 P.M.

Authority Memo Number **076-2017 Operational Bills Paid and Payable and Payable Age Listing**

**Motion:** Trizna moved and Osterberger seconded approval of operational bills paid and payable in the amount of \$268,566.21 and the payable age listing.

AYES: Carlasare, Condon, Filotto, Osterberger, Pierson, Trizna

NAYS:

**Discussion:** It was noted that Gand Sound allows equipment to be stored in house with rent paid per use; this reduces the Authority's cost per show, as delivery / pickup and stagehand setup / take down is charged only once; Red PassPlus Grainger expense is a membership fee required to be eligible to purchase discounted supplies from an extensive list of participating vendors that includes Supplyworks of Jacksonville (custodial and bar supplies). The Chair ascertained that no further discussion was required; he requested a motion and, with the motion on the floor, directed roll be called. Motion passed.

### OLD BUSINESS

#### Authority Memo Number **051-2017 Dedicated Funding Source(s) for the Rialto Square Theatre**

**Report:** The Chair reported the committee and other Rialto supporters are striving to obtain funding source(s) and commented that members of the public have continued to share positive comments about the Rialto. • The Chair thanked Mudron for suggesting Board members meet with Council members; the dialog has provided for a better understanding of the responsibilities and goals of all who participated. The Mayor and City Manager will be invited to meet with Devine and not more than two Authority Board members.

#### Authority Memo Number **072-2017 Authorization of Jeff Pierson to act on the Board's behalf in regard to building lease(s)**

**Discussion:** Legal Counsel reported he had reviewed State Statute, and found that it allows facility general managers to manage the properties and business of civic centers. He also reviewed the VenuWorks Agreement which contains language reflecting the previous Board's desire to control the lease process. Silverman said the process could be streamlined by authorizing VenuWorks to enter into leases on behalf of the Board. Devine had confirmed that VenuWorks officers would be in agreement. Silverman said this could be addressed through a simple amendment to the VW Agreement. Silverman noted the Board may choose to authorize unbridled authority or to establish parameters within which VW could authorize leases. Olivieri's Josh Lehane considered it a good solution. The Chair agreed that this would streamline the process. Pierson said he would vote in favor of amending the VW Agreement, as described. Condon agreed, but would like lease terms to be provided to the Board. In response to Trizna's question, Silverman said Olivieri staff would continue to negotiate leases and VW would be authorized to execute them on the Authority's behalf. Osterberger said it would address the current problem; he suggested a limit be put on the cost of capital improvements and the length of leases. Silverman said a capital improvement amount per square foot could be established. The Chair suggested Olivieri be consulted regarding other leasing parameters that should be brought to the Board's attention for approval. Carlasare said members need time to consider this matter. Osterberger asked that an addendum be prepared and presented for approval at the next meeting. Silverman suggested members consider the matter and email suggestions to him.

### NEW BUSINESS

#### Authority Memo Number **[000]-2017 Suite 600 Lease Extension**

**Motion:** Carlasare moved and Osterberger seconded approval of the Suite 600 tenant at an increased rent.

AYES: Carlasare, Condon, Filotto, Osterberger, Pierson, Trizna

NAYS:

**Report:** In executive session the Board discussed lease terms for Suite 600 in response to the tenant's request for a one-year extension. The Chair requested a motion, the terms for which were discussed in executive session. No questions or comments were expressed. Motion passed.

#### Authority Memo Number **077-2017 2018 Meeting Schedule**

**Motion:** Carlasare moved and Trizna seconded approval of the regular meeting schedule: 4:00 P.M. the fourth Wednesdays, January through October and 4:00 P.M. on Wednesday, November 14 and Wednesday, December 19, 2018.

**Discussion:** The Chair referred members to Memo 077-2017 and requested a motion. With the motion on the floor, he called a voice vote; hearing only 'Ayes' he asked if there was any opposition. No one responded. Motion passed.

#### EXECUTIVE REPORTS

**RST Foundation:** Condon encouraged attendance at *Celebrate the Season* event held on Monday, 11/20 and *The Colors of Christmas*, 12/15 featuring Christmas music sung by Ruben Studdard, Jody Watley, Marilyn McCoo & Billy Davis, Jr. and Peabo Bryson. • Ericksen reported that the theatre had been decorated for the performance of the Brian Setzer Orchestra and encouraged everyone to make time to attend a holiday event to see the Rialto in its Holiday splendor. Members were invited to let Ericksen know if they had use for additional copies of the *Home for the Holidays at the Rialto Square Theatre* booklet.

**Executive Director's Report:** Devine reported preparation of a spreadsheet: 2017 Events: Performances by Month. Although only 15 events were presented in 2017's first quarter, 15 events was the average per month thereafter, for a total of 145. As of today, three shows are booked for the first quarter of 2018, with numerous pending offers. It is expected that a new record for Rialto weddings will be set in 2018, as the record number of 20 booked in 2014 has been equaled. • The DePaul 2018 marketing class senior project has been completed. Devine attended what she considered an incredible presentation last week. The students pointed out a problem that was easily addressed and, as millennials, these students are in touch with a group dynamic we haven't adequately reached. Their expertise was included in the presentation, a copy of which is available if members are interested in a closer review. We trust these methods can be implemented when a marketing manager is hired. • The Marketing Manager position has been posted on the Rialto website. • Devine expressed her gratitude to Pat Mudron: not only is he an incredible Liaison to the City, but his suggestion that Board representatives meet with Council members in groups of one or two has been an enlightening experience for everyone as thoughts, concerns and visions for the future were shared. • She acknowledged the Volunteer Organization for decorating the theatre for the Holidays, as well as for their purchase of a movie projector for the theatre. • The Heritage Corridor Visitors Bureau placed a Rialto ad in the November Playbill opposite the *Hamilton* cast list. • Divine reported that, for the first time, the Rialto Foundation is participating in the National Day of Giving through ILgive.org. She encouraged interested persons to participate on November 28<sup>th</sup>.

**Board Chair:** The Chair reported that Silverman and Mudron would be added to Devine's Friday updates distribution and noted that, occasionally, these updates include requests for Board input. He urged members to respond directly to Devine, by the following Monday, if at all possible, to provide information needed for her to proceed.

**Committee Reports:** Carlasare reported the building committee met on November 14<sup>th</sup> to discuss opportunities to make things run more smoothly. In response to Carlasare's question, Devine said she had not contacted Ken Mihelich regarding the committee's request for assistance from a City employee familiar with writing RFP's / RFQ's for capital improvement projects.

**Public to Be Heard**

All members of the public who wished to speak were given the opportunity to do so.

**Adjournment:**

**Motion:** Pierson moved and Condon seconded adjournment.

The Chair called a voice vote. There were no dissenting votes. Motion passed. The meeting adjourned at 4:58 P.M.

Minutes respectfully submitted by Jan Gilligan, Recording Secretary

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Kathy Trizna, Board Secretary

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