

WILL COUNTY METROPOLITAN EXPOSITION AND AUDITORIUM AUTHORITY

Date: December 19, 2018

Authority Memo Number **061-2018 November 14, 2018 Regular Meeting Minutes**

The November 14, 2018 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 4:01 P.M. with a quorum present and welcomed Board members and the public.

Present: Joe Carlasare, Donnie Chestnutt, Bob Filotto, Jeff Pierson, Kathy Trizna and Council Liaison Pat Mudron

Absent: Jane Condon, excused; Tom Osterberger, excused

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

Staff: Val Devine, Jack Ericksen, Jan Gilligan, Karen Leno, Marilyn McSteen, Brett VanFleet and other staff members, as available

APPROVAL OF MINUTES

Authority Memo Number **054-2018 October 24, 2018 Regular Meeting Minutes**

**Motion:** Pierson moved and Carlasare seconded approval of the October 24, 2018 meeting minutes as presented.

**Discussion:** The Chair invited questions or comments, hearing none he called a voice vote. 'Ayes' were voiced; the Chair invited opposing votes. None was expressed. Motion passed.

Public to be Heard re Agenda Items: No response.

Authority Memo Number **055-2018 Operational Bills Paid and Payable**

**Motion:** Chestnutt moved and Trizna seconded approval of checks paid in the amount of \$250,116.36 and payables in the amount of \$151,875.44, as of November 14, 2018.

AYES: Members Carlasare, Chestnutt, Pierson, Trizna and Filotto

NAYS:

**Discussion:** The Chair thanked Leno for preparing the financial data in such a short time. Leno reviewed bills paid and payable and noted additional informational data was added to the check detail for clarification. In response to the question, Leno informed Members the recurring \$15 expenses from Midland States Bank is a wire transfer fee, which occurs only when required by artists' contract. • The Chair requested a motion and, with the motion on the floor, directed roll be called. The motion passed unanimously. See above.

Authority Memo Number **056-2018 Financial Statements** – To Place on File

**Report:** The Chair reported, due to meeting so early this month, the financial statement was unavailable. Leno reported VenuWorks' CFO had authorized distribution of a draft copy upon

completion. The draft will be reviewed upon VenuWorks' Controller's return from leave. When Leno receives the final draft, it will be provided to all those who received the draft copy.

#### OLD BUSINESS

Authority Memo Number **051-2017 Dedicated Funding Source(s) for the Rialto Square Theatre Report**: The Chair suggested this might be a good time to ask our legislators to consider dedicated funding opportunities to support the Authority. Carlasare agreed legislators would have more time to consider the Authority's concerns.

#### NEW BUSINESS

Authority Memo Number **057-2018 (2019) Regular Meeting Schedule**

**Motion**: Chestnutt moved and Trizna seconded approval of the 2019 Regular Meeting Schedule, as presented.

**Discussion**: The Chair reviewed the 2019 meeting schedule: As in previous years, the Board will meet at 4:00 P.M. on the fourth Wednesday, January through October; November and December meetings will be held on the third Wednesday at 4:00 P.M. The Chair called a voice vote. 'Ayes' were expressed; the Chair invited opposing votes. None was expressed. Motion passed.

Authority Memo Number **058-2018 Review of Executive Session Minutes**

**Motion**: Carlasare moved and Chestnutt seconded approval, but not the release of, the minutes of the Executive Sessions held on April 25, May 23, June 27, July 25, August 22 and September 26, 2018.

**Discussion**: At the Chair's request, Legal Counsel recommended approval, but not the release of, executive sessions held on April 25, May 23, June 27, July 25, August 22 and September 26, 2018. The Chair called a voice vote. 'Ayes' were expressed; the Chair invited opposing votes. None was expressed. Motion passed.

#### EXECUTIVE REPORTS

**RST Foundation**: Ericksen reported staff will complete the holiday setup on Sunday for Monday's kickoff of Home for the Holidays at the Rialto beginning at 5:30 P.M. with the Marquee reveal of event sponsor, ComEd, followed by the lighting of the BuseyBank tree in the rotunda. McSteen encouraged Members to attend the events. Refreshments will be served in the rotunda. An organist will begin playing the Barton Grande at 6:30 followed, at 7:00 P.M., with the children's choir and Agne will perform at 8:00. • Foundation President, Jeff Hettrick reported the Foundation Board had not met since the Authority Board's last meeting.

**Executive Director's Report: Events**: Devine reported seven public ticketed events resulted in 5697 tickets. A Chamber Theatre school matinee resulted in 756 tickets. In addition, three tours and three weddings were held since the October meeting. **Event Announcements**: Tusk, Styx and Bill Engvall. **Holiday Events**: Between today and December 20<sup>th</sup>, 21 events will be presented. • The Holiday postcard distribution generated over \$25,000 in ticket sales in just seven days. • After working last year's Holiday events, Devine made the following scheduling changes: Teddy Bear Tea will be held on Nov 23; the first 500 Parade goers who stop in between 3:00 and 5:00 P.M. will receive complimentary hot cider, provided by Polonia Catering. The holiday movie will be shown

on Nov 24 at 10:00 A.M. City of Joliet: Jeff Pierson and Jim Roof joined Devine in a presentation at the Nov 5 City Council meeting. Copies of the presentation were forwarded to the Mayor, Marty Shanahan and Council members.

**Board Chair**: The Chair thanked Devine, Pierson and Jim Roof for their City Council meeting presentation in his absence. • The bid opening regarding the sale of property will be held at 1:00 PM, Friday, Nov 30. The Chair is unable to attend, but Pierson and Chestnutt plan to participate. Legal Counsel reminded members that, although bid openings are open to the public, if more than two Board members attend, a special meeting of the Board must be published 48 hours prior to the bid opening. The Chair advised those present that, a special meeting will be scheduled to evaluate any options we may have.

**Public to Be Heard** – No response.

**Adjournment**:

**Motion**: Carlasare moved and Chestnutt seconded adjournment.

The Chair called a voice vote. There were no dissenting votes; the motion passed unanimously. The meeting adjourned at 4:22 P.M.

Minutes respectfully submitted by Jan Gilligan, Recording Secretary

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Kathy Trizna, Board Secretary

*Unapproved minutes distributed in Board Packets are subject to change.  
Approved minutes will be posted on [www.rialtosquare.com](http://www.rialtosquare.com) /Public Information/Approved Minutes.*