

**BENTON H. WILCOXON
MUNICIPAL ICE COMPLEX
BOARD OF CONTROL
REGULAR MONTHLY MEETING**

All motions passed unanimously unless otherwise stated.

MINUTES OF December 18, 2019:

Presiding Officer: David Edwards

Call to Order: David called the meeting to order at 5:31pm

Board Members:

Present: David Edwards
Ralph Stone
Kimberly Ford
John Green
Tyler Kirby

Absent: Jan Davis
Pat Sanders
Ed Ragland
Sasha Sealy

Facility Representatives: Steve Clough
Chantay Naeger
Wendy Ruch
Dita Dotson-Bowser

Hockey Representatives: Anthony Holden

City Representatives: None

Visitors: Anna Anderson

Minutes: Approved

City Update: John Hamilton continues to work with the City and Decatur personnel on a schedule for ice availability at the Point Mallard rink.

Public Comments

- a. General Public:** Anna Anderson thanked the rink management for the wonderful signage on each locker room door. She then recounted an incident she witnessed in one of the locker rooms during a Stick & Puck session on 12/13/19. An adult male was changing in the youth locker room. Anna said she informed Anthony Holden immediately and that Anthony spoke to the man directly. The man apologized and said he was in there because the adult locker room was locked. Steve said he would address with staff the importance of having the appropriate locker rooms locked and/or unlocked as well as highlighting the locker room assignments on the stick & puck sign in sheet for better clarity.

b. NAHA: Anthony Holden thanked Steve for the partitions in the women’s locker room. He also addressed the 12/13 locker room incident stating he did speak with the gentleman and reiterated the rules posted on the locker room door. He told the man if the assigned locker room is locked, he must have the front office open it. Steve and Anthony spoke about getting Safe Sport information on the monthly newsletter to better inform parents and patrons.

c. Skating Club: The Christmas show “What Christmas Means to Me” is this Saturday

President's Report: None

FRIA Report: Steve presented the bank balances and reported that the FRIA board did not meet in November 2019.

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|-----------------------------------|---------------------|
| Main Checking Account | \$ 265.47 |
| M. Dotson Sponsorship/Scholarship | \$ 1,462.23 |
| FRIA Curling Club | \$ 3,592.15 |
| FRIA Capital Improvements | <u>\$ 10,818.54</u> |
| Grand Total | \$ 16,138.39 |

Financial Report: Steve Clough provided an itemized description of the November financial reports. The following key items were highlighted:

- It is encouraging to see that Concessions sales are up nearly \$9,000 over last November. This is partly due to selling beer & wine.
- Hockey ice time is up \$20K over last November. There is more travel ice being rented due to Decatur being closed.
- Public Skate admissions are up 46% compared to last November
- Total income has increased by \$27,476.20
- Repair & Maintenance thankfully down by nearly 50%
- Net income is \$29,355.49 this year vs. \$9,101.09 last year.

Facility Financials:

| | |
|--------------------------|---------------------|
| General Checking Account | \$ 170,434.74 |
| Capital Account | \$ 231,381.92 |
| Reserves Account | <u>\$ 30,036.19</u> |
| Grand Total | \$ 431,852.85 |

Senior Manager's Report: The Phase II chiller & dumpster concrete slabs are currently being poured. They have been working on Saturdays to keep on schedule. Chorba came back and fixed the shower issues in the Phase I locker rooms. Bi-weekly OAC (Owner, Architect & Contractor) meetings with John Hamilton continue. Steve said that so far, Lee Builders have been great to work with, always answers any questions and seems very knowledgeable. John met with the Decatur’s Mayor, Head of Parks & Recreation Department and City Council to continue conversations on getting their ice rink repaired.

Incident Report: As reported

HSSTA Report: As reported

HR Report: As reported

Maintenance Report: As reported

Committee Reports: None

Old Business: None

New Business: Since all of our BOC positions have now been appointed, we would like to get the BOC committees formed and active again. BOC committee recommendations are as follows: **denotes Committee Chair*
Finance= *Ed Ragland, Jan Davis & Tyler Kirby
Operations=*John Green, Pat Sanders, Ralph Stone & Ed Ragland
FRIA= *David Edwards, Kimberly Ford, Sasha Sealy
Wendy presented the updated work chart to reflect Don Husser's new position as Operations Manager as well as the new F&B Manager and Office Manager positions. The BOC approved the work chart. When there is a hockey related injury, the coaches or someone from the hockey office needs to fill out the incident report. Liz Aaron is responsible for sending the incident report to the appropriate authority. Steve will request that Liz send out an email to coaches and team managers pertaining to this procedure.

Adjournment: The meeting adjourned at 6:20pm. The next scheduled board meeting is January 15, 2020 at 5:30pm.