

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

All motions passed unanimously unless otherwise stated.

MINUTES OF February 19, 2020:

Presiding Officer: David Edwards

Call to Order: David called the meeting to order at 5:35pm

Board Members:

Present: David Edwards
John Green
Tyler Kirby
Sasha Sealy
Pat Sanders
Ed Ragland

Absent: Jan Davis
Kimberly Ford
Ralph Stone

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

Hockey Representatives: None

City Representatives: None

Visitors: None

Minutes: Approved

City Update: The bi-weekly OAC meeting was held this morning. The City is working on additional submittals for the City Council to approve.

Public Comments

a. General Public: None

b. NAHA: None

c. Skating Club: None

President's Report: None

FRIA Report: Steve presented the bank balances and reported that the FRIA board did not meet in January 2020.

Main Checking Account	\$ 259.47
M. Dotson Sponsorship/Scholarship	\$ 1,456.23
FRIA Curling Club	\$ 3,586.15
FRIA Capital Improvements	<u>\$ 10,859.04</u>
Grand Total	\$ 16,160.89

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

- Concessions account 4020 was up nearly 5K this January. Alcohol sales were a little over 50% of that increase. A new concessions menu will be developed during the
- Account 4030 Hockey Revenue was up nearly 8K this January. NAHA had a 5K increase, Havoc had a 2K increase and Fight Club income was 2812.50 while TPH ice time was down 3,500
- Curling league revenue was 11,250 for the 1/4/20-3/8/20 session.
- Account 6060 includes the NARCE conference fees of \$1,250
- There were 3 pay periods this January compared to only 2 last January and we have additional staff needs resulting in higher expenses.
- The Utilities continue to be higher with the additional square footage. We are looking forward to the LED lights that are part of the Phase 2 renovation.

Facility Financials:

General Checking Account	\$ 206,857.25
Capital Account	\$ 231,561.41
Reserves Account	<u>\$ 30,054.30</u>
Grand Total	\$ 468,472.96

Senior Manager's Report: Council Members Bill Kling and Jeannie Robinson asked for a private tour of the facility. Steve walked them through every area of the facility and showed them where all the upgrades were happening. Both Mr. Kling & Ms. Robinson were pleasantly surprised with how many upgrades were actually planned. This led Steve to the idea of hosting a public informational walk through to provide better clarity for our patrons. There will be two tours to choose from, March 11th at 12:30 and March 12th at 6pm. Ice contracts have been emailed out and there are 2 left to come back in. There is a lot of VBC ice time remaining to sell. Liz and Ryan from the hockey department will accompany Steve at the VBC to work out the logistics of utilizing their ice.

Incident Report: As reported

HSSTA Report: As reported

HR Report: As reported

- Maintenance Report:** As reported
- Committee Reports:** Ed presented the finalized 2019/2020 budget. We will utilize staffing at both the Mini-Plex and VBC, zam drivers only at the VBC. There will be concessions at the Mini-Plex, however, no grill or fryer. We will also have controlled Stick & Puck sessions at the VBC. Patrons must sign up and pay online prior to the session date. The budget was approved.
- Old Business:** None
- New Business:** We are trying to better develop the stick & puck procedures along with other policies & procedures for when we reopen the facility after the renovations. We will also look into creating a master ice schedule that shows open ice time online.
- Adjournment:** The meeting adjourned at 6:29pm. The location of the next scheduled board meeting on March 18th is TBD. An email will be sent out.