

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

All motions passed unanimously unless otherwise stated.

MINUTES OF August 17, 2016:

Presiding Officer: Mike Finnegan

Present: **Board Members**
Chuck Saunders
Fred Hudson
Ed Ragland
Susan Phelan
Kimberly Ford

Absent: Bill Sammons
Ralph Stone
Keith Schonrock, III

Facility Representatives: Steve Clough
Chantay Naeger
Ryan McCormick

Press Representatives: None

Visitors: None

Call to Order: Mike Finnegan called the meeting to order at 5:15pm

Minutes: Changed Kimberly to present and Ed to absent for the June 15th meeting.

Public Comments: None

Chairman's Report: None

SCH Report: None

FRIA Report: FRIA has been selected for an IRS Audit.

FRIA Checking Account	\$ 1,558.37
Sponsorship/scholarship Account	\$ 109.13
Capital Improvements Account	\$153,622.51
M. Dotson Memorial Fund	<u>\$ 1,597.11</u>
Grand Total	\$156,887.12

Financial Report:

Steve Clough gave a detailed description of the June & July financial reports pointing out the following key items:

- June P&L income was down, however, so were expenses resulting in a better total net income over June 2015.
- The Expansion Account has been utilized for operating expenses.
- TPH ice time income will have its own line item in the general ledger. TPH had \$21,400 in July income that will not appear until August due to deposit timing.
- NAHA had \$3,150 in SOL July ice time that will not appear until August due to deposit timing.
- The total net income for July, factoring in the deposits above, is -\$30,955.85 which is about 25% less than July 2015.
- PSA did away with their non-solicitation rule resulting in various skating camps being offered all over the US. HSSTA students attended quite a few of these camps this summer instead of training here, which is reflected in the financials. Dita and Steve are proactively looking into having one of these camps here next year.
- NAHA's ice time total for May-September 2016 is 93 hours, booked. The lower rate has not resulted in any additional ice time bookings from NAHA or public users. The Finance Committee will address this going forward.

Facility Financials:

General Checking Account	\$35,283.17
Reserve Account	\$ 4,867.31
Expansion Account	<u>\$25,474.39</u>
Grand Total	\$65,624.87

Senior Manager's Report:

HR has been busy replacing the loss of 3 key employees. Kaitlin Chappell has been hired as Director of Marketing and Social Media Coordinator to replace Kathy, Stephen Keeling has been hired as the Administrative Assistant and Skaters Liaison in the Skating School to replace Tiffany, and Kim Moore has been hired as the new Concessions Manager. All of these new hires have skill sets to directly enhance their positions and benefit the MIC and HSSTA day to day as well as during special events. The Assistant Director of Skating position remains open, there are no potential candidates at this time.

Training and configuration are still ongoing for the new point of sale system, MaxGalaxy. Once live, MaxGalaxy will be an incredibly valuable tool for private ice rentals, birthday parties and HSSTA enrollment.

Gregg Barnes informed Steve that he and his staff have merged with the accounting firm, Hall, Albright and Garrison Associates. This move is in anticipation of growing the business. There will be no cost or personnel changes associated with this merger. Barnes & Blackwell will still perform our annual audit.

Mike and Steve met with John Hamilton about current action items and working with various vendors on different aspects of capital improvements, one being maximizing seating. There was discussion about moving the current dance room downstairs and adding additional seating to rink 1 & 2 in its place. Steve, Chris O'Neil and the Senior Architect, Jeff Alpha, will be collaborating with numerous companies and looking at many possible options.

Incident Report: As reported

Marketing Report: As reported

Fundraising Report: As reported

HSSTA Report: As reported

HR Report: As reported

Maintenance Report: As reported

Hockey Report: As reported

August Parties: 7 August Groups: 3

Committee Reports: None – Keith will provide fundraising updates at the next meeting.

Old Business: None

New Business: None

Adjournment: The meeting adjourned at 5:43pm. The next scheduled meeting will be September 21, 2016 at 5:15pm.