

REGULAR PFD BOARD MEETING AGENDA

August 27, 2020, Noon



**Location: Town Toyota Center
ZOOM Meeting
1300 Walla Walla Avenue
Wenatchee, WA 98801**

Join Zoom Meeting

<https://us02web.zoom.us/j/84008446072?pwd=YWZmazdxU2ZqcUt1bThadjE0eDZIQT09>

Meeting ID: 840 0844 6072

Passcode: 161417

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (July, 2020)
3. Minutes (July 23, 2020)

Public Comment: (please state your name and address, and please limit to 3 minutes)

Agenda Items:

1. Manager's Report
 1. Food & Beverage
 2. Re-Open Procedure/Plan
 3. Cash Flow
 4. Serve Wenatchee/County Hospitality
 5. BCHL
 6. Our Major Sponsors
 7. Financial Report

PFD Board Regular Meeting Minutes

August 27, 2020

Noon

Location: Town Toyota Center
 ZOOM Conference Meeting
 MeetingID:84008446072
 Password: 161417
 1300 Walla Walla Ave.
 Wenatchee, WA 98801



Board Members Present:
 Frank Kuntz (President)
 JC Baldwin (Member)
 Shon Smith (Member)
 Randy Agnew (Member)
 Jerrilea Crawford (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong, Chanet Stevenson - Town Toyota Center Staff. Guest: Tricia McCullough, Star Montgomery - August Edge

President Frank Kuntz called the meeting to order at 12:00 pm and took a roll call of attendees.

Consent Items

1. Meeting Agenda for August 27, 2020
2. Vouchers July, 2020
3. Meeting Minutes July 23, 2020

Will contact board members to obtain signatures on all Meeting Minutes and Voucher Listings.

Motion was made and seconded to approve the agenda consent items. Motion Passed 5-0.

July 2020 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire -	-19,455.41
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Banner Bank - Facility Operating 711 (New)

Accounts Payable	17200-17261	-204,097.09
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Payroll	20615-20640	-29,343.42
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EFT/ACH/Wire - 2	-2,288.80
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Banner Bank - Facility Operating

EFT/ACH/Wire - 2	-107.93
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-255,292.65

Public Comment

No Public Comments

Action and Other Items:

- 1) Food & Beverage

The F&B Department is still supporting Serve Wenatchee Valley and the County Hospitality Program in addition to a few continuing private caterings and lunches. The County Cares activities have been extended to December 31, 2020 and a new boxed staples program has been approved and that one will also run through December 31, 2020. Extra food supplies from the quarantine program help support the Lighthouse Ministries. The Board asked how that organization was chosen and Mark reported that was made by the County.

2) Re-Open Procedure

We will be submitting our re-opening Procedures as we currently have outlined to the Chelan Douglas Health Department for any feedback/input and for them to have on record. Board asked about how the Governor has approved other facilities and noted they appreciate the responsibilities built into the plan.

3) Cash Flow

Reporting on Cash Flow will be covered with the Financial Statements.

4) Serve Wenatchee/County Hospitality

Refer to F&B Reporting above. The operations have been extended and expanded.

5) BCHL

There is no update on the status of the Wenatchee Wild from last months' meeting. The Wenatchee Wild have continued work on their contingency plans.

6) Major Sponsors

Meetings are on-going with our key sponsors to maintain open communications on future expectations at the arena. iFiber may not renew their suite but will continue to hold the naming rights on the iFiber Rink currently up for renewal in January/February 2021.

7) Financial Report

Sales tax revenues are estimated to be down 8%. We currently estimate the September payment to be down 15-18%. Profit and loss statement reflects that we have no operating revenues. The only revenues are the food support programs and sponsorships. Expenses are cut to minimum.

Other:

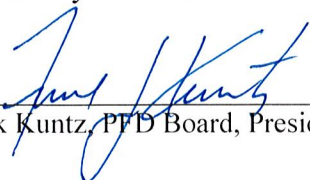
The LED lights that were mention at the prior meeting have been replaced. Harlem Globetrotters has cancelled. Trade Shows for next spring are still undetermined. Drive-in movies have been approved and we will be coordinating with Carol Andre with City of Wenatchee Parks & Recreation Department for movies in our main parking lot. The first movie is scheduled for September 26, 2020.

Board asked about the audit and noted the clean audit from last year and if that needs to happens annually. The financial portion of the audit is a component of the City of Wenatchee so that is an annual requirement. The Engagement Letter from Cordell, Neher has been received (after the agenda was posted) and presented to the Board. The Engagement Letter is significantly the same as prior years.

JC Baldwin motioned to authorize Mark Miller and Frank Kuntz to sign the Engagement Letter as presented. Randy Agnew seconded this motion. Motion passed 5-0.

With no further business, the meeting was adjourned at 12:34 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant