

REGULAR PFD BOARD MEETING AGENDA



December 17, 2018
4:00 PM

Location: Town Toyota Center
Crunch Pak Room
1300 Walla Walla Avenue
Wenatchee, WA 98801

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (November, 2018), Minutes (November 26, 2018)

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

Agenda Items:

1. Manager's Report
 1. Past Shows
 2. Future Shows
 3. Capital Projects
 4. Sales and Marketing Report
 5. Financial Reports

Regular PFD Board Meeting Minutes



December 17, 2018

4:00 pm

Location: Town Toyota Center
Crunch Pak Room
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:

Frank Kuntz (Vice-President)

Randy Agnew (Member)

JC Allen (Member)

Kelly Allen (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Shannon Grill, Jennifer Bushong - Town Toyota Center Staff.

Vice-President Frank Kuntz called the meeting to order at 4:00 pm.

Consent Items

1. Meeting Agenda for December 17, 2018
2. Vouchers November, 2018
3. Meeting Minutes November 26, 2018

Frank Kuntz moved to approve the consent items as listed. Motion Passed 4-0.

November 2018 Recap

Banner Bank - Facility Operating Account		
Payroll	Checks 115439-115816	-\$148,514.21
Accounts Payable	Checks 14185-14272 (Inc 5 EFTS)	-\$161,521.00
Accounts Payable	EFT/ACH/Wire - 3	-\$27,046.98
Banner Bank - Box Office Account		
	EFT/ACH/Wire - 7	-\$54,908.74
US Bank - Box Office Account		
	No Activity	
US Bank - Facility Operating Account		
	EFT/ACH/Wire - 1	-\$12,229.19
	Check 106021	-\$30,000.00

Public Comment

No Public Comments.

Action and Other Items:

1. Manager's Report
1. Past Shows

- a. Leann Rimes, November 30, 2018. Approximately 1,500 guest attended but the show will be a loss of approximately \$5,000.
 - b. Stemilt Christmas party served 1,550 at approximately 30 minutes. Town Auto Christmas party served around 350 people.
 - c. Wenatchee Wild is on a 9-game winning streak. They are averaging 1,570 paid guests per game. This number needs to increase to meet budget.
2. Future Shows
- a. 2 Wild home games through December 31, 2018, 8 Games in January
 - b. High School Basketball Showcase, January 4, 2019 and the Unified District participated in the event.
 - c. Katrina's Bridal Show, January 5, 2019
 - d. Brian Regan, January 10, 2019, ticket sales are at around 1,000 and we need an additional 200 to break even on the event.
 - e. Winter Ice Gala, February 1, 2019
 - f. BNCW Home Show, February 8-10
 - g. PJ Masks, February 14, 2019
 - h. Sportsman Show, February 22-24, 2019
 - i. Special Olympics, March 1, 2019
 - j. Jordan Circus, March 23-24, 2019
 - k. Mariachi Festival Northwest, March 29, 2019
 - l. The Illusionists, April 4, 2019
 - m. Wen-Con, April 13, 2019
3. Douglas County PFD Board position
The Douglas County position expires December 31, 2021. Representatives are looking into the eligibility requirements for this position.
4. Skyhawks – we are in early negotiations but not ready to sign commitments.
5. Capital Projects updates
- a. Carpet/Flooring & Insurance Claim – some damage was caused to the North VIP elevator and we are looking into the repair cost and checking to see if the insurance will cover this incident.
 - b. Chelan County PUD Projects
6. Sales and Marketing Report
Jennifer reported information regarding our Facebook footprint. The upcoming Winter Ice Gala has a theme of "Under the Big Top". The event goal is to raise \$20K for the Youth Enrichment Arena Fund.
7. Financial Reports
Shannon noted the change to Food and Beverages Cost of Goods Sold numbers. She also reported she has been working on the impact of the corrections she feels need to be made to how we recognize COI revenues. Cordell, Neher are also involved in this issue.

Frank asked about moving funds to the reserve account and Mark said he should have a number for that at the next meeting.

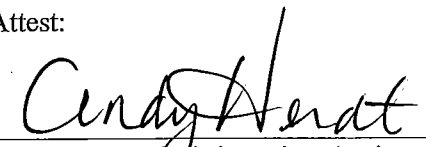
With no further business, the meeting was adjourned at 4:36 pm.

Respectfully Submitted:

Attest:



Steve Lacy, PFD Board, Secretary



Cindy Herdt – Administrative Assistant

*Kelly Allen as acting
Secretary*