

# SPECIAL PFD BOARD MEETING AGENDA



December 5, 2019  
Noon

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

## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (October, 2019, November, 2019), Minutes (October 24, 2019, November Meeting - Cancelled)

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

## **Agenda Items:**

1. **Board Member – City of East Wenatchee, City of Chelan**
2. **Related Parties**
3. **Value of Assets and Life Expectancies**
4. **Manager's Report**
  1. Past Shows
  2. Future Shows
  3. Sales and Marketing Report
  4. Financial Reports
5. **2020 Proposed Budget**

# PFD Board Meeting Minutes

December 5, 2019

Noon

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



## Board Members Present:

Frank Kuntz (President)  
Steve Lacy (Vice-President)  
JC Baldwin (Member)  
Marc Straub (Member)  
Shon Smith (Member)

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

President Frank Kuntz called the meeting to order at 12:00 pm.

## Consent Items

1. Meeting Agenda for December 5, 2019
2. Vouchers October, 2019
3. Meeting Minutes October 24, 2019

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

## October 2019 Recap

### Banner Bank - Facility Operating Account

Payroll	Checks 118120-118340 + DDs	(114,574.88)
Accounts Payable	Checks 15333-15461 +2	(145,877.82)
Accounts Payable	EFT/ACH/Wire - 5	(19,319.58)

### US Bank - Facility Operating Account

EFT/ACH/Wire - 2, Ck 106023	(658,686.56)
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## Public Comment

No Public Comments.

## Action and Other Items:

1. Board Member 2019 Term Expiration  
The City of East Wenatchee is in the process of choosing their representative. Steve Lacy said he would stay on if he was eligible but that ultimately the decision is up to the City. Kelly Allen did not re-run for her Chelan city council position and would like to

step down from her position on the PFD Board. A letter has been sent to the City of Chelan outlining the steps they need to take to replace her on the PFD Board.

2. Related Parties

Marc Straub is no longer with the BNCW or involved in their trade show. All other members reported they have no related party interests in activities at the Town Toyota Center.

3. Asset Evaluation & Life Expectancies

Board members reviewed the included depreciation schedule and no suggestions were made to change any asset values or life expectancies.

4. Manager's Report

1. Past Shows

- a. 10 Wild Games since October meeting, average attendance is at 1,350.
- b. Sectionals Figure Skating Event, November 12-17, 2019, Revenues come from the ice rental time. In addition to this event we've had youth hockey over Thanksgiving, HAI Women's tournament, and that Liam Kapeikis has placed 2<sup>nd</sup> in the national event and will be participating in the Jr. Olympics. Mark also noted that the skating director has left to coach/train with her son and that we are posting the position for a new skating director. We are applying for other skating events which could be taking place here as early as 2021.

2. Future Shows

- a. Kenny G, December 5, 2019, currently at 1,600. Break even is 1,300 so this will be a profitable event.
- b. Two major Christmas events
- c. 10 Wild Games through end of year
- d. Bridal Show, January 4, 2020
- e. High School Basketball, January 10, 2020, expecting approximately 2,000 guests.
- f. Winter Ice Gala, January 31, 2020, annual fundraiser for the Arena Youth Enrichment Fund.
- g. Additional booked events – Paw Patrol has three shows books and may perform a fourth show depending on sales.
- h. We are fielding numerous dates and placing offers at this time.

3. Sales and Marketing Report

Dreu Vader has resigned to take a position working with special needs students and to attend school. He said he would still be available and willing to help out with various projects. His position will be advertised. Suites are sold out for most Wild game nights and as always, there is a waiting list for loge seats. Almost all expiring COI/sponsors has been renewed at this time. Scott Jones of Cashmere is a new suite holder. The Gala is January 31, 2020 and so far, is over \$30K in sponsorships. Numerica Credit Union is the main sponsor/partner. The theme for the Gala this year is Casino Royale. Town Financial has also donated \$2K to the AYE. The next Regional Venue Manager's Meeting is being planned.

4. Financial Reports

Our Finance Director has resigned her position and the decision was made to outsource some of the accounting functions. Since we are in this transition period, no financial reports are available for presentation to the board. In the interim, financial reports will be emailed out to the board members as they are available.

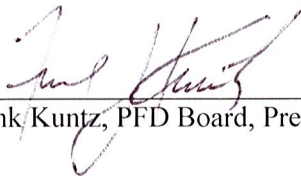
5. The board and the Town Toyota Center staff thanked Steve Lacy for his years of dedicated service. Kelly Allen was also thanked for the time she has spent with the board.

Other discussions:

Dutch Bros found our arena online line and is considering an employee event here. Wenatchee School District will be holding their Art event here. We plan on submitting an application for the WIAA State Finals. The Skyhawks Year 2 starts in March. Randy inquired about any updates on bond refinancing and Frank noted that not all options have been fully outlined and that additional discussions should be able to take place in either January or February. Will be meeting with Goodfellows Brothers tomorrow. A new wine label for us has been created with Jones Wine.

With no further business, the meeting was adjourned at 1:05 pm.

Respectfully Submitted:



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Frank Kuntz, PFD Board, President

Attest:



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Cindy Herdt – Administrative Assistant