

PFD BOARD MEETING AGENDA

March 24, 2022, Noon



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

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (February, 2022)
3. Minutes (February 24, 2022)

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

Agenda Items:

- 1. Manager's Report**
 1. Vaccine/Mask Mandates
 2. Sales & Marketing Report
 3. Wenatchee Wild
 4. Future Shows/Events
 5. Capital Items
 6. Public Records Request
 7. Financial Statements
- 2. Sales Tax Report – Submitted by Cordell, Neher & Co, PLLC**
- 3. Executive Session to Discuss Employment Matters**

PFD Board Regular Meeting Minutes



March 24, 2022, Noon
Town Toyota Center
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:
Frank Kuntz (President)
JC Baldwin (Member)
Tim Hollingsworth (Member)
Shon Smith (Member)
Randy Agnew (Member)
Marc Straub (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Cindy Herdt, Katie Atkinson, Brian Bolz, Chris Berg, Lindsay Rey - Town Toyota Center Staff. Guest: Tricia McCullough, – August Edge

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

Consent Items

1. Meeting Agenda for March 24, 2022
2. Vouchers February, 2022
3. Meeting Minutes February 24, 2022

Motion was made and seconded to approve the agenda consent items. Motion Passed 6-0.

February, 2022 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-2	-22,929.75
----------------	------------

Banner Bank - Facility Operating 711 (New)

Accounts Payable	18370-18427	-79,254.99
------------------	-------------	------------

Payroll	22153-22380*	-103,342.77
---------	--------------	-------------

EFT/ACH/Wire - 17	-58,343.85
-------------------	------------

* Does not include Checks 22255-22303 Used out of Order

Public Comment

No Public Comments

Action and Other Items:

Mark Miller introduced our new Sales and Partnerships Representative Lindsay Rey. Katie Atkinson will be staying on and working remotely with Lindsay through the Hell on Hooves event in May

1. Manager's Report

1. Vaccine/Mask Mandates

Chelan Douglas Health District has extended the testing/vaccine site through April. However, April 1, 2022 will be the last day of food service.

2. Sales & Marketing Report

Lindsay distributed her business card and sales report for the prior month. The Weinstein/Pepsi agreement will be renewing on July.

3. Wenatchee Wild

The relaxing of the vaccine mandate did not automatically correlate to a substantial increase in ticket sales in general. However, Saturday's game had 1,600 in attendance. This is a good count for now but still lower than most Saturday games pre-COVID. Saturday's game was the final home season game and playoff games are scheduled for April 5 and 6 and potential April 9. The team has had positive growth considering the moving targets associated with COVID – masking, testing, border closures, Washington, United States and Canadian mandates and no 2020-2021 hockey season at all. The Wild lost no team members which is a phenomenal feat.

4. Future Shows/Events

The Wenatchee Valley Skyhawks have six scheduled home games. The Jordan Circus – scheduled for March 31-April 1 is expected to have large audiences for all shows. The sponsor-drive Hell on Hooves Roughstock Rodeo is May 6-7. Also coming up is the Eastmont Graduation, the Republican Convention, Oktoberfest and portions of the Horticultural Convention. We have offers out for several performers but nothing is yet confirmed in writing.

5. Capital Items

While we have been focused on maintaining our limited staff and hiring, staff is now going to focus on prioritizing capital projects.

6. Public Records Request

Staff is working on the gathering process to organize the responsive documents for the Hood public records request.

7. Financial Statements

KPQ Home Show – a guest fell at this event and sustained a possible broken hip. Vendors at the event were down due primarily to lingering COVID concerns but there was energy in the building and people seems genuinely please to be back. Tricia reported that Star Montgomery is no longer with August Edge. The sales tax numbers have been corrected. The private Ice Rental revenue in the rink is up. There are concerns with inventory and COGS.

2. Sales Tax Report – Submitted by Cordell, Neher & Co, PLLC

There were no questions regarding the report submitted by Cordell, Neher for the sales tax reports.

3. Executive Session to Discuss Employment Matters

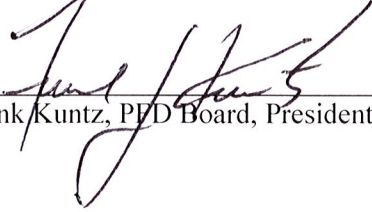
Board President Frank Kuntz called for a fifteen-minute Executive Session to discuss personnel/employment matters at 12:35pm. At 12:50pm, they asked for an additional 3 minutes. The Executive Session concluded at 12:53.

**Motion was made by Randy Agnew and seconded by Shon Smith
to increase the annual salary of the General Manager from
\$115,000 to \$135,000. Motion passed 6-0.**

Frank also directed the General Manager to hire a firm to review the salaries of all staff members.

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

Respectfully Submitted:



Frank Kuntz, PPD Board, President

Attest:



Cindy Herdt – Administrative Assistant