

SPECIAL PFD BOARD MEETING AGENDA

November 30, 2020, Noon



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

Join Zoom Meeting

<https://us02web.zoom.us/j/88105845841?pwd=SjBWd0s5N0JucUFoRzFtSUhVTHZkQT09>

Meeting ID: 881 0584 5841

Passcode: 798804

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (October, 2020)
3. Minutes (October 22, 2020)

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

Agenda Items:

1. Manager's Report
 1. iFiber Rink
 2. Staff
 3. Serve Wenatchee/County Hospitality
 4. Wenatchee Wild
 5. Sale & Marketing
 6. Financial Report
 7. 2021 Proposed Budget

PFD Board Special Meeting Minutes



November 30, 2020, Noon
 Location: Town Toyota Center
 1300 Walla Walla Ave.
 Wenatchee, WA 98801

Zoom Meeting
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 Meeting ID: 881 0584 5841
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Board Members Present:
 Frank Kuntz (President)
 JC Baldwin (Member)
 Shon Smith (Member) (Joined 12:11pm)
 Randy Agnew (Member) (Joined 12:08pm)
 Jerrilea Crawford (Member)
 Marc Straub (Member)
 Tim Hollingsworth (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong - 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 November 30, 2020
2. Vouchers October, 2020
3. Meeting Minutes October 22, 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.

October 2020 Recap

US Bank - Facility Operating Account		
	EFT/ACH/Wire - 6	-21,839.08
	106069/Transfer - 1	-500,000.00
Banner Bank - Facility Operating 711 (New)		
Accounts Payable	17342-17412	-87,691.32
Payroll	20697-20757	-60,615.90
	EFT/ACH/Wire - 4	-2,947.91
Banner Bank - Facility Operating		
	No Activity	
Total		\$ (673,094.21)

Public Comment

No Public Comments

Action and Other Items:

1. Manager's Report

Mark had a brief statement on the 2020 year and the ongoing effects of the COVID19 mandates. For 2021, the BNCW Home Show and the Sportsman Show have both cancelled. The KPQ Home Show is tentative and dependent on how the mandates change.

1. iFiber Rink

The iFiber Rink managed to stay open safely. We did have a couple employees report positive COVID19 tests but none were contact at the iFiber Rink. The rink did however have to re-close under the more recent Governor's mandates. The ice will stay in unless the situation changes and it appears the rink won't have a reopening timeframe.

2. Staff

Sale staff Katie Atkinson has resigned her position to accept employment with a new employer. Her position will not be filled until we have a startup plan in place.

3. Serve Wenatchee/County Hospitality

We have continued the activities with SWV and both Chelan and Douglas County to provide food deliveries. Any extension of these programs is solely dependent on future available stimulus funding. Current programs end either December 31, 2020 or January 31, 2021.

4. Wenatchee Wild

The 2020-2021 Wild hockey season has now been officially cancelled due to inability to keep the rinks open and continued closing of the US-Canada border. The 2021-2022 season is still planned. The development teams will continue but will be in Idaho and Texas. Play with the WHL will be re-evaluated after the first of the new year. The BCHL will also re-evaluate the current season for play without the Wenatchee Wild after the first of 2021.

5. Sales & Marketing

Jennifer noted ongoing discussions with sponsors. They are offered deferred payments and other arrangements as appropriate. COI each have varying requests on how they would like their agreements handled. There are fourteen COI still in the works. The iFiber naming rights agreement expires December 31, 2021 and it is not certain at this time whether or not they will renew. They are also working on activities for re-opening when that is allowed.

6. Financial Report

Tricia reported that sales tax revenues were up 5% for October and down 3% overall year to date. Frank noted they see an 11% increase for November, 2021. There was a review of the October financial activity which is very minimal. 2021 is expected to be a recovery year and we look forward to an upswing in 2022.

7. 2021 Proposed Budget

Mark noted that Venues Coalition will be the agency most Washington State arenas/facilities will be working with on re-opening plans in the future. There will be a substantial cost to be members and to work through the required processes. It was noted that the budget process was much different than normal years. We started with the 2019 as it seemed we were very much on track to meet or exceed this budget prior to the COVID19 shutdowns. The months of January and February are "zero" based and thereafter activities were at a percentage of the 2019 budget increasing by 10% each month. (March 10%, April 20%, June 30%, etc.) Starting with the month of September and through December the 21 budget numbers are the same as the 19 budget (100%). These increases assume a slow, methodical re-opening of the arena. After this process, individual general ledger line items were reviewed as in several cases this methodology did not work. The budget assumes no Wild games for the end of the 2020-2021 season but does include those for the 2021-2022 season. Most of the trade shows have already cancelled or are very tentative. The events section is reduced by the percentages as it is almost impossible to calculate what events may be able to take place. The 2021 Budget will need to be viewed throughout the year in total as opposed to a

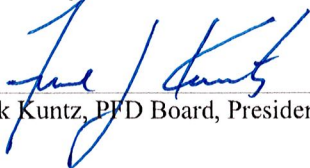
month-to-month basis. Due to office closures and various employee scheduling, the staff asks for a review only of this budget. The final budget will be presented at the December meeting and a vote will be asked for. Board asked about startup expenses and Mark explained that we need to allow approximately three months fully staffed prior to any substantial re-opening. Board asked about the loss issue This budget is not expected to be as useful as an operating tool as it should be. It will be monitored and adjusted regularly and consistently in all areas to minimize any loss.

NOTE: The December PFD Board Meeting will move from December 24, 2020 to December 28, 2020 due to the Christmas holidays.

With no further business, the meeting was adjourned at 12:45 pm.

Respectfully Submitted:

Attest:



Frank Kuntz, PFD Board, President



Cindy Herdt – Administrative Assistant