

REGULAR PFD BOARD MEETING AGENDA



October 24, 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 (September, 2019), Minutes (September 26, 2019)

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

Agenda Items:

1. **Board Member 2019 Term Expiration**
2. **Manager's Report**
 1. Past Shows
 2. Future Shows
 3. Sales and Marketing Report
 4. Financial Reports
 5. November & December PFD Meetings
3. **Executive Session for Potential Litigation**

PFD Board Meeting Minutes



October 24, 2019
Noon
Location: Town Toyota Center
Crunch Pak Room
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:
Frank Kuntz (President)
Randy Agnew (Member)
Marc Straub (Member)
Kelly Allen (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, Chris Berg, Town Toyota Center Staff. Guest: Pete Fraley – Ogden, Murphy, Wallace, 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 October 24, 2019
2. Vouchers September, 2019
3. Meeting Minutes September 26, 2019

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

September 2019 Recap

Banner Bank - Facility Operating Account

Payroll	Checks 117896-118119 + DDs	(\$104,433.05)
Accounts Payable	Checks 15266-15332	(\$94,234.17)
Accounts Payable	EFT/ACH/Wire - 9	(\$39,894.72)

M&O Reserve Transfer

PFD Sponsorships (4th of July) (\$10,000.00)

US Bank - Facility Operating Account

EFT/ACH/Wire - 3 (\$34,800.28)

Public Comment

No Public Comments.

Action and Other Items:

1. Board Member 2019 Term Expiration

The PFD Information Packet includes a copy of the letter sent to the City of Chelan regarding the term expiration of their appointed representative.

2. Manager's Report

- A. Assistant Operations Manager, Alex Castillo has been terminated and for now that position will be shared by two other current hourly employees – Jared Lubean and Charles Keifer. Our Finance Director Shannon Grill has left for employment elsewhere. The work that she provided will be outsourced to August Edge. Mark introduced Tricia McCullough and Star Montgomery with August Edge. Tricia provided some background on herself and her company for the board members.
- B. The Jumbotron, Ribbon Boards and the Scoreboard are installed and are up and running. They have been paid for in full and come with one full year of parts and labor warranty. These new items have been well received by our guests and have received much positive feedback. We will be looking to Daktronics for a quote on extended warranty and maintenance plans.

1. Past Shows

- a. Jay Owenhouse, October 5, 2019, rental event should net around \$6K.
- b. 3 Wild Home Games
- c. Jehovah Witness event, October 20, 2019, rental event, should net around \$5.5K.

2. Future Shows

- a. Wild Games this weekend, 7 more in November. Frank asked about attendance – it is averaging around 1,250/game. Well below budgeted levels.
- b. Sectionals Figure Skating Event, November 12-17, 2019. Ice rental event, should net \$30K. Expecting 300+ skaters and support.
- c. Kenny G, December 5, 2019, breakeven tickets sales is 1,300 and should be met.
- d. Two major Christmas events

OTHERS:

Paw Patrol – Children's theatrical event is booked for May, 2020. Tickets expected to be on sale November, 2019.

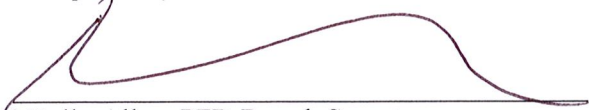
3. Sales and Marketing Report – Jennifer presented and reviewed sales and marketing activities. The information on the handout was reviewed and Jennifer mentioned that staff attended an Instagram training.
4. Financial Reports – With the change of personnel for the Finance Director's position, the financial information for the month of September is not available.
5. November & December PFD Meetings – November's meeting date falls on Thanksgiving Day and will be cancelled. December's meeting falls the day after Christmas, making a quorum for December unlikely. December meeting will be cancelled as well. A Special PFD Meeting will be scheduled for Thursday, December 5, 2019 at noon.
6. Executive Session for Potential Litigation

Frank motioned for an Executive Session to discuss potential litigation. At 12:23pm, an additional 20 minutes was requested. At 12:45pm an additional 20 minutes was

requested. The Executive Session ended at 1:02pm. No action was taken after the Executive Session ended.

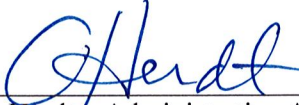
With no further business, the meeting was adjourned at 1:03 pm.

Respectfully Submitted:



Kelly Allen, PFD Board, Secretary

Attest:



Cindy Herdt – Administrative Assistant