

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY  
BOARD OF COMMISSIONERS  
CONVENTION CENTER COMMITTEE MEETING**

**December 22, 2008**

**A meeting of the Convention Center Committee of the Rhode Island Convention Center Authority (hereinafter referred to as “Authority”, the “CCA” or the “Board”) was held on December 22, 2008, pursuant to notice, at the Rhode Island Convention Center Boardroom, One Sabin Street, Providence, Rhode Island.**

**Board members present were Commissioners David A. Duffy, Jeff Hirsh, Jason Fowler, Bernie Buonanno and Paul MacDonald.**

**Also in attendance were Jim McCarvill, Kim Keough and Betty Sullivan, RICCA; Martha Sheridan and Neil Schriever, PWCVB; John McGinn, Deb Tuton, Arlene Oliva, Amanda Marzullo and Nancy Beauchamp, RICC; Larry Lepore, Cheryl Cohen, Lisa Coelho, Jodi Duclos and Eleanor SanAntonio, Dunkin’ Donuts Center; Bruce Leach, Legal Counsel; Steve Habi and Judy Ferreira, VMA; Tom Crocker, Sportservice; Bob Bromley, Senate Fiscal Office and Eileen Smith, recording secretary.**

**Mr. Hirsh called the meeting to order at 1:45 pm and reported that the schedule for next years meetings was included in today’s handout.**

**Mr. Hirsh sought a motion to approve the minutes of the November**

meeting. Upon a motion duly made by Mr. Duffy and seconded by Mr. MacDonald it was unanimously

**VOTED:** to approve the minutes of the November meeting.

Mr. Hirsh noted that Mr. Muldoon was not in attendance because he was not feeling well. He asked Ms. Beauchamp to present the financial information. Ms. Beauchamp reported that November's unfavorable variance to budget was mainly due to the timing of events. She noted that some events occurred in October that had been budgeted for November. Ms. Beauchamp reported that accounting for food and beverage direct expenses is now being applied more precisely to the corresponding event. Ms. Beauchamp noted that parking revenue is down because construction is complete on the Westin and the Dunkin' Donuts Center. Mr. Duffy asked Ms. Beauchamp if the budget has been re-forecast. Ms. Beauchamp responded that the budget is being looked at all the time. Mr. Duffy asked if the budget was reasonable considering the economy. Ms. Beauchamp said that it was not but that the Convention Center is cutting expenses wherever possible to meet net budget expectations.

Mr. Hirsh reported that Mr. Muldoon has been working with SMG Corporate on ways to reduce expenses. Ms. Beauchamp noted the recent cut to some employee benefits. Mr. MacDonald voiced his concern that our employees may be taking cuts in their benefits to cover losses at other SMG facilities. He said lets not beat up on our employees. Ms. Beauchamp reported that some reductions have not

**been unreasonable such as canceling the Christmas Party.**

**Ms. Tuton reported that Fidelity's Holiday Party was a huge success. She also reported that Food & Beverage had catered their first off site party. Ms. Tuton reported that APC had asked us to cater an event at the Bank of America Skating rink. Mr. Duffy asked if we would be directly competing with local caterers. Ms. Tuton said that it is not our intention to be in the off premise catering business but if there are opportunities to increase revenue and our good clients are interested, we would like to pursue those opportunities. Mr. Hirsh reported that that he had met with Mr. Muldoon and Ms. Masino to review the art work for the new menu. He said that the menu will be available at the next meeting.**

**Ms. Tuton reported that the Complex continues to look at ways to save energy. She said that a great deal has been done but that they are researching more. Ms. Tuton said that she is grateful to the staff for their input and ideas. She said that one idea is to use the generator more often. Ms. Tuton also stated that the South Garage would be closed the day on Christmas Eve to save on manpower and electricity. Mr. MacDonald asked if any more consideration has been given to solar energy. Ms. Tuton reported that she is meeting in January with Mike D'Amico and others to learn about the possibilities of converting to solar power.**

**Mr. Hirsh asked Mr. Hahl to address the Committee. Mr. Hahl**

introduced Judy Ferreira from PPAC who is handling financial reporting for the VMA. Mr. Habl was pleased to report that the VMA finished the month of November \$7,000 positive to budget. Mr. Habl noted that they took a hit on the Ballet but they are saving money on administrative costs. Mr. Duffy asked if the VMA is using any Convention Center people. Mr. Habl said that they are and have had many suggestions from Mike D'Amico on lighting issues. He noted that the VMA is taking advantage of the expertise of the Convention Center staff. Mr. Habl reported that they will reach out to the Renaissance Hotel in an effort to increase revenue. Ms. Ferreira noted the difficulty in budgeting for the theater. She stated that there is no available history on the facility. Mr. Habl said that a lot of things are done by Pat Neves and him. He also said that the union stage hands have come through and saved us. Mr. Habl reported that with today's economy it is not the time to go after one night acts. Mr. Habl noted that the customer survey results indicate that the major issue is lack of parking. Mr. McCarvill said that unfortunately we are captive to the economy. He noted that shortcomings of the facility include restrooms, food & beverage service capability and lack of parking. Mr. McCarvill asked Mr. Habl if anything was going on with the office space. Mr. Habl responded that nothing is happening at the moment. Mr. Duffy asked Mr. Habl to provide a capital development plan for the theater by late Spring. Mr. MacDonald noted that he is the Chairman of the Providence Interim School and asked if the VMA reaches out to the local community to expose children to the fine arts. Mr. Habl said that they do and PPAC also has programs for

**other school children. Mr. Hirsh said that we will help any way that we can. Mr. Duffy said that we appreciate the job that is being done without any resources.**

**Mr. Hirsh asked if there were any new business. Hearing none he entertained a motion to adjourn. Upon a motion duly made by Mr. Duffy and seconded by Mr. Fowler it was unanimously**

**VOTED: to adjourn at 2:30 p.m.**