

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY 298th MEETING OF THE BOARD OF COMMISSIONERS November 29, 2006**  
A meeting of the Board of Commissioners of the Rhode Island Convention Center Authority (hereinafter referred to as "Authority", the "CCA" or the "Board") was held on November 29, 2006 at 9:00 a.m. pursuant to notice, at the Rhode Island Convention Center Boardroom, One Sabin Street, Providence, Rhode Island.

Board members present were Chairman, David A. Duffy, Commissioners, Jerry Massa, Dave Gavitt, Jeff Hirsh, Dale Venturini, and Bernie Buonanno.

Jason Fowler, George Nee, Patrick Butler, Marianne Corr and Paul MacDonald were unable to attend

Also present were James P. McCarvill, Executive Director, Betty Sullivan, Ken Mancuso and Kerrie Bennett, Rhode Island Convention Center Authority; Bruce Leach, Legal Counsel; Neil Schriever and Martha Sheridan, PWCVB; Bob McClintock, SMG Corporate; Tim Muldoon and Debbie Tuton, SMG/RICC; Larry Lepore, Eleanor SanAntonio; Steve MacDonald, O. Ahlborg & Sons; Robert Bromley, Senate Fiscal Office; Sharon Reynolds, House Fiscal Staff, and Eileen Smith, Recording Secretary. **CALL TO ORDER**

Recognizing a quorum, Chairman Duffy called the meeting to order at 9:10 a.m. Noting that the December meeting would be the 300th

meeting of the Authority, Chairman Duffy announced that the meeting would be changed to 3:00 pm.

**APPROVAL OF MINUTES** Chairman Duffy entertained a motion to accept the minutes of the 298th meeting, October, 2006. Upon a motion duly made by Mr. Gavitt and seconded by Mr. Buonanno it was unanimously **VOTED:** to approve the minutes as distributed

Chairman Duffy instructed the Authority office to send the approved minutes to the Secretary of State's Office via electronic mail.

Chairman Duffy asked Mr. McCarvill to present the financial highlights. Mr. McCarvill reported that for the month of October the Convention Center is tracking (\$131,000) to budget but just (\$66,000) to prior year. Food and Beverage is also negative to budget by (\$82,000) and (\$150,000) to prior year. Parking was however positive \$35,000 to budget and \$89,000 to prior year. The month of October was off (\$120,000) despite lots of activity due to the absence of a major trade show, Commerce Corp, in the period. Year to date Convention Center and Parking activity are plus \$133,000 to budget and \$34,000 to last year on the strength of increased parking revenues.

Mr. McCarvill reported that the Dunkin' Donuts Center, after an October which was (\$43,000) to budget is tracking \$163,000 positive to budget. Therefore, overall the Authority and their operations are

**\$236,000 positive to budget.**

**Mr. McCarvill said that November looks strong for both buildings and in January we will be able to report comparative monthly performance at the Dunkin' Donuts Center although year to year comparisons will have to wait until next fiscal year.**

## **DUNKIN' DONUTS COMMITTEE**

**Mr. Duffy asked Ms. Bennett to report on the Dunkin' Donuts renovations. Ms. Bennett noted that the foundation work for the suites and food courts is ahead of schedule on the hotel side and on schedule on the convention center side. She said that extensive coordination of utility shut offs and reconnections were necessary between the Holiday Inn and the Dunkin' Donuts Center. Ms. Bennett continued that substantial re-location of utilities will be required for the foundation of the pedestrian bridge. Ms. Bennett said that the Food Service office had been relocated in order to renovate that area for the suites corridor. Ms. Bennett reported that the Box Office will be relocated next season and a meeting with Ticketmaster to discuss their needs is scheduled for next week. Mr. Duffy asked if we are seeing any benefits to value engineering. Mr. McCarvill said that we have come up with a list of estimates from both the Construction Manager and the Owner's Rep that don't match precisely but are comparable. He said that we will see where the differences are and choose the best alternative for the facility if we have multiple value**

engineering options. Mr. Gavitt noted that at every meeting we are hearing of things that were not anticipated. Mr. McCarvill said that we have encountered some unforeseen situations that because of today's more stringent building codes some existing conditions cannot remain post renovation. Ms. Bennett announced that the Hope High/New England Tech Ceremony is scheduled for December 8th and invited the Commissioner's to attend. Ms. Bennett reported that the art review and selection is scheduled for January 30th Mr. Gavitt asked who makes the decision on the art. Ms. Bennett said that the final decision is made by the State Council on the Arts. She noted that she had met with the artists and is confident that we will get some very good proposals.

Mr. Duffy asked Mr. Lepore to report on events at the Dunkin' Donuts Center. Mr. Lepore reported that the Pop Warner Cheerleading Competitions that were held over the weekend were a huge plus for the City. Mr. Lepore reported \$112,000 in concession sales. He noted that 18,000 people were in the building and all were visible at the hotels and the Mall. Mr. Lepore reported on some upcoming events. Toby Keith, PC vs UCONN Women, Josh Groban, Christina Aguilera and Dancing with the Stars are all doing well. Mr. Lepore noted that Providence Bruins Hockey and Providence College Basketball attendance is usually slow until the football season is over. He said that it will pick up.

## **CONVENTION CENTER COMMITTEE**

**Mr. Massa reported that the Convention Center Committee had delayed voting on a proposed ballroom to be constructed in the West Lobby until after the elections in November. Mr. Gavitt said that because the Casino was defeated he was prepared to support the project. Mr. Massa noted that the Committee had met on Monday and voted to recommend the following resolution;**

**In light of the Convention Center Committee's recommendation, the Board authorizes SMG to enter into a general construction contract to build the ground floor ballroom as described in the schematic feasibility study, based on a public competitive bid process not to exceed a total project cost of \$825,000 inclusive of 12.6% design and architectural fees.**

**Upon a motion duly made by Ms. Venturini and seconded by Mr. Hirsh it was unanimously**

**VOTED: to approve the recommendation of the Convention Center Committee as read by Mr. Massa.**

**Mr. Muldoon reported on other on-going projects. He said that he had received some good feedback from patrons on the third exit lane in the South Garage. He noted that it has cut the exit time by**

**approximately 10 minutes following an event.**

**Mr. Massa reported that Major League Indoor Soccer would like to talk to us about establishing a team in Rhode Island. Mr. Duffy asked what season indoor soccer played in and could we work it around the Bruin's schedule. Mr. Lepore said that anything is possible but the season runs from November to April which will present some challenges.**

**Bob McClintock was asked to address the Board. Mr. McClintock spoke of the great initiative to bring the two facilities together. He acknowledged the work being done by Deb Tuton to bring the operations together under one umbrella. Mr. McClintock said that there are on-going discussions with the Providence Bruins and Providence College in an effort to finalize contracts. Mr. McClintock noted that SMG Corporate has been in the City often to assist with the consolidation and conversions and they are pleased with the progress. Mr. McClintock reported that the trend in the industry is to focus on the customer experience. He noted that SMG had developed a program to improve customer service and believe that it will be a great help. Mr. McClintock was pleased to note that the trend for public shows is up and there has been a flattening of building new space. He said that attendance is up and on the arena side the mid size markets are projected to do well.**

**MARKETING COMMITTEE**

**Ms. Venturini stated that the Marketing Committee meeting had been canceled for the month of October because of scheduling conflicts among the committee members.**

**Ms. Venturini noted the importance of staying fresh and ahead of the curve. Discussions ensued regarding indoor soccer and indoor lacrosse and the number of children and students now playing those games indoors and out. Ms. Venturini said that we will be challenged in finding ways to attract future generations into the building. Ms. Venturini recognized Martha Sheridan and asked her to address the Board. Ms. Sheridan reported a new hire to concentrate on sports marketing at the CVB. She stated that John Gibbons would replace Amanda Marzullo who had moved to the Convention Center's sales staff. Ms. Sheridan reported on the Ambassador Program and the CVB's efforts to educate corporate meeting planners and those that could suggest Rhode Island for an event about what is in their own back yard. Ms. Sheridan announced that the CVB would be honoring key ambassadors at a luncheon on December 1st and that Dave Gavitt would be honored for his assistance with bringing the NCAA Basketball Tournament to the Dunkin' Donuts Center. Ms. Sheridan also reported on the search for viable office space for the CVB.**

**Ms. Venturini asked Mr. Schriever to update the Board on CVB activity in October. Mr. Schriever's report follows;**

## **FY 07 TOTAL SALES ACTIVITY**

### **DEFINITES**

#### **RICC/Dunk Bookings**

- **Tedeschi Food Shops – 03/07 – 385 rm nts**
- **KTM North America – 08/07 – 1211 rm nts**
- **Conference for Food Protection – 04/10 - 1499 rm nts**

#### **Other Bookings**

- **Barrington Youth Soccer – 11/06 – 300 rm nts**
- **New England Museum Association – 11/08 – 360 room nights**
- **National Propane Gas Association – 10/07 – 395 rm nts**

### **TENTATIVES**

#### **RICC and DDC Bookings**

- **Intl Society for the Study of Xenobiotics – 10/11**
- **Assn for Behavioral and Cognitive Therapies – 11/10**
- **VNU Expositions – 7/07**
- **Ntl Council on Teacher Retirement – 10/11**
- **VELO USA – 06/07**
- **North American Handmade Bicycle Show – 03/08**

#### **Other Bookings**

- **Intl Police Work Dog Assn – 4/07**
- **Blue Cross Blue Shield Assn – 06/08**
- **Natl Assn for College Admission Counseling – 07/07**
- **USS Leary – 09/07**



**SITE INSPECTIONS – see attached**

**TRAVEL/TRADE SHOWS – see attached**

**EVENTS - Brown University**

**- Ambassador event**

**Chairman Duffy asked Mr. McCarvill the status of the office relocation. Mr. McCarvill reported that he is waiting for a proposal from Mike Voccolla of the Procaccianti Group that would keep the Authority office where it is at present and allow the Dunkin' Donuts and Providence Bruins staff to move into the space now occupied by the CVB. This option would involve the least disruption to existing activities and provide easy access to the Dunkin' Donuts Center through the complex.**

**Chairman Duffy announced that there would be a meeting of the Audit Committee immediately following the Marketing Committee meeting on December 14th to discuss LGC&D's management letter comments.**

**Hearing no further business Mr. Duffy entertained a motion to adjourn. Upon a motion duly made by Ms. Venturini and seconded by Mr. Hirsh it was unanimously**

**VOTED: to adjourn at 10:27 a.m.**