

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY 302nd  
MEETING OF THE BOARD OF COMMISSIONERS February 22, 2007**

**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 February 22, 2007 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, Jeff Hirsh, Paul MacDonald, George Nee, Marianne Corr, Patrick Butler, and Dale Venturini. Buonanno.**

**Mr. Gavitt, Mr. Buonanno and Mr. Fowler 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, PWCVB; Tim Muldoon and Nancy Beauchamp SMG/RICC; Larry Lepore,**

**Cheryl Schadone and Kym Chevia, SMG/DDC; Eric Ahlborg and Bud Capolla, O. Ahlborg & Sons; Steve Duvel, Gilbane; Seth Shurleff, Kraft Sports Group; Robert Bromley, Senate Fiscal Office, and Eileen Smith, Recording Secretary. CALL TO ORDER**

**Recognizing a quorum, Chairman Duffy called the 302nd meeting to order at 9:02 a.m.**

## **APPROVAL OF MINUTES**

**Chairman Duffy entertained a motion to accept the minutes of the 301st meeting, January, 2007. Upon a motion duly made by Mr. MacDonald and seconded by Mr. Massa 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 consolidated financial review. Mr. McCarvill reported that the Dunkin' Donuts Center continues to outpace budget. He noted that contract negotiations are on-going with Providence College. Mr. McCarvill reported a favorable net income from operations for the Convention Center. Mr. McCarvill also stated that Food & Beverage continues to perform well.**

## **DUNKIN' DONUTS CENTER**

**Mr. Lepore reported that the Dunkin' Donuts Center would hold dates for the NIT Tournament in the event that Providence College is a host school. Mr. Lepore also noted that there is a possibility that the Providence Bruins will make the playoffs that will extend the season into late May. There are two additional events that are in negotiations**

for May. Mr. Lepore reported that this has been a challenging year. He noted that there has been a great deal of cooperation between the buildings. Mr. Lepore reported that the staff training in customer service for both buildings would take place next week at the Convention Center.

Ms. Bennett, Mr. Duvel and Mr. Ahlborg were asked to address the Board. Mr. Duvel stated that he was very pleased with the progress of the renovations. He noted that because of the cold weather painting was not possible but no significant delays are anticipated. Bathroom demolition in the back should not adversely impact any events. Ms. Bennett noted that she has been working on signage and advertising. Discussions ensued regarding the ceiling at the event level. Mr. Duvel noted that it was necessary to remove the ceiling to bring the sprinkler system to code. Mr. Ahlborg said that Mr. Bud Capolla had replaced Mr. MacDonald as our primary contact. He noted that Mr. Capolla had been working with Mr. MacDonald on this project therefore the transition would be smooth. Mr. Ahlborg noted that Mr. Capolla is a numbers guy and has been working on value engineering and also working with National Grid on the transformers.

Mr. Duffy reported that the Authority office has been working on the GMP and noted that we have been keeping the legislative leaders apprised.

Ms. Bennett reported that the mural project is going well. She said

that has been a great project. Ms. Bennett noted that the Bruins will host an event for the kids in March. Mr. MacDonald said that he was very pleased that we presented the opportunity to the local community. Ms. Bennett reported that there would be a luncheon for local college Athletic Directors on March 5th. Ms. Bennett noted that the State Council for the Arts had chosen a wave theater of garden trellises with walkways to be installed as the public art component of the project. Mr. MacDonald asked if any consideration has been given to upkeep and maintenance. He said that there will be a high volume of traffic that will impact the space. Mr. McCarvill stated that we will have to maintain the space but the Arts Council will pay for upkeep with a portion of the 1% for the Arts funding. Mr. Butler asked if the space needed to meet fire codes. Ms. Bennett responded that because everything would be outside the fire codes were not an issue.

Ms. Schadone reported that the luxury box sales were going well. She stated that ten have been sold and verbal commitments have been received for six more. Ms. Schadone said that there has been a great deal of interest in the suites. Mr. Duffy asked Mr. Schadone to explain the party suites. Ms. Schadone said that the suites will be available for birthday parties and special functions on an event by event basis. Mr. Butler asked if there would be a food and beverage minimum purchase. Mr. McCarvill answered no but suite revenues will be monitored and a change in policy could be implemented in the future. Mr. Duvel reported that concrete walls are in for the suites.

**Ms. Schadone introduced the newest member of the Dunkin' Donuts sales team, Kym Chevian.**

## **CONVENTION CENTER COMMITTEE**

**Mr. Massa reported that Mr. Muldoon had presented the committee with a five year capital plan for renewal and replacement projects. Mr. Massa noted that the renewal and replacement fund is one reason that the building is such good condition. Mr. Massa also brought to the Board's attention a schedule of past and future contributions to the renewal and replacement fund. Mr. McCarvill noted that current projects are already funded and the five year capital plan includes anticipated obsolescence of structural and mechanical components of the building.**

**Mr. Massa asked Mr. Duvel to update the Board on Convention Center related projects. Mr. Duvel noted that the chiller connection to the Dunk would be completed in four to five weeks. He also noted that the electrical capacity upgrade to enable to the Convention Center to run all three chillers is underway. Mr. Massa asked if the chiller project would increase the chiller's longevity. Mr. Duvel responded that the project would be great for the Convention Center equipment because of the load distribution improvement. Mr. Massa asked Mr. Duvel to address the connector to the Dunkin' Donuts Center. Mr. Duvel stated that the columns are in place and work to erect the**

connector will begin in April. He noted that Gilbane is working with RGB to coordinate the bridge with the ballroom project. Mr. Nee asked if the bridge would be public access to the buildings. Ms. Bennett said that she envisioned that it would remain open most of the time. Mr. Muldoon noted that there could be some security implications if the bridge remained open. Mr. McCarvill asked Mr. Leach to look into the issue. Mr. Massa reported that the Convention Center has been able to absorb approximately three million for the Dunk and still move ahead with the new ballroom. Mr. Muldoon reported that there would be a mandatory walkthrough of the ballroom space on March 6th. Mr. Muldoon stated that the Convention Center would present the results of the RFP process at the March committee meeting.

## **MARKETING COMMITTEE**

Ms. Venturini reported that Mr. Butler had brought up at the Marketing Committee Meeting the ordinance concerning peddlers and hawkers. Mr. Lepore explained the reasons for the ordinance. Mr. Butler said that he would like to see the Convention Center included in the ordinance and said that action should be taken soon. Mr. Duffy asked Mr. McCarvill to contact government affairs counsel at Adler Pollock & Sheehan. Mr. McCarvill said that he would contact legal counsel and ask that they proceed on our behalf. Ms. Venturini said that we are now one entity and the Convention Center should be included in the exclusion.

**Ms. Venturini asked Mr. Schriever to give the CVB report. Mr. Schriever noted that short term bookings continue to be the trend. Mr. Schriever reported on definite bookings and some tentative bookings that the CVB is waiting for event planner's decision. Mr. MacDonald asked if the Westin was being cooperative with the CVB. Mr. Schriever said that the relationship with the Westin is very positive. Mr. MacDonald expressed his concern on the Westin's lack of contact with the Commissioners. He said that we need to get to know the management. Mr. MacDonald mentioned that he had attempted to contact the hotel regarding the Stop & Shop contract negotiations. Because we do not have a contact person in the hotel he called Jim Procaccianti to hold the negotiations in the Westin. Ms. Venturini said that we would invite a representative to the next Marketing Committee meeting. Mr. Massa reported that the National Association of College and University Food Services was very impressed with the attention that they received on their recent site visit. He thanked Neil and the Convention Center Food & Beverage staff. Mr. Schriever reported that the CVB is on track to move on May 1st.**

**Mr. Muldoon reported on Convention Center events. He reported that tentative events include Whole Health Expo, the Great American Scrapbook Convention and Verizon B2B Business Symposium. Mr. Muldoon said that a Verizon sales meeting led to the opportunity for the larger event.**

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

**VOTED: to adjourn at 10:20 a.m.**