

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY 308th
MEETING OF THE BOARD OF COMMISSIONERS August 30, 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 August 30, 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, Jeff Hirsh, George Nee, Patrick Butler, Marianne Corr, Mr. Buonanno and Dave Gavitt.

Mr. Fowler, Mr. MacDonald and Ms. Venturini were unable to attend.

Also present were James P. McCarvill, Executive Director, Ken Mancuso and Kerrie Bennett Rhode Island Convention Center Authority; Bruce Leach, Legal Counsel; Martha Sheridan, PWCVB; Tim Muldoon, Nancy Beauchamp and Debbie Tuton, SMG/RICC; Larry Lepore, Cheryl Schadone, Eleanor SanAntonio and Kym Chevian, SMG/DDC; Steve Duvel and Larry Bacher, Gilbane; Eric Ahlborg, ABM; Kevin Madigan, Senate Fiscal Office; Chantale Sarrasin, House Fiscal; Ben Gedan, Projo, and Eileen Smith, Recording Secretary.

CALL TO ORDER

Recognizing a quorum, Chairman Duffy called the meeting to order at 9:05 a.m.

APPROVAL OF MINUTES

Chairman Duffy entertained a motion to accept the minutes of the 307th meeting, July, 2007. Upon a motion duly made by Mr. Nee and seconded by Mr. Gavitt 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 stated that consolidated Net Income of (\$231,351) for the period was positive \$73,944 to budget and (\$1,174,824) to the prior year. Mr. McCarvill noted that in the prior year we had received \$1,500,000 from the State as annual start-up funds that were not received this year. Mr. McCarvill reported that the Dunkin' Donuts Center total revenues of \$49,811 were derived mainly from advertising income. Expenses in the area of labor and utilities are being closely monitored for proper allocation to the construction budget. Mr. McCarvill stated that the Convention Center net income was (\$64,391) but \$103,524 to budget due management's control over costs during the slow summer months. Mr. McCarvill brought to the Commissioner's attention the Fiscal Year 2009 Budget Highlights that were prepared by Betty Sullivan. Mr. Duffy asked if the Commissioners had had an opportunity to review this year's budget. Mr. Duffy suggested that because some members were not present a

vote on the proposed budget be delayed and urged the Board to communicate questions or concerns to the staff prior to next month's meeting.

DUNKIN' DONUTS CENTER

Mr. Lepore reminded the Board members that the Dunkin' Donuts Center had been cited by OSHA for a lack of fall protection. He stated that SMG had issued an RFP and the lowest qualified bidder was Evan Corp. of Wickford, RI for a bid of \$83,500. Upon a motion duly made by Mr. Gavitt and seconded by Ms. Corr it was unanimously

VOTED: to recommend that SMG award the contract for fall protection to the lowest bidder, Evan Corp.

Mr. Duffy asked if anyone had spoken to Pat Ryan of the stage hands union regarding the fall protection issue. Mr. Lepore responded affirmatively and added that the contract will include training for the stage hands. Mr. Lepore reported that the upcoming concerts, Trans Siberian Orchestra and Hannah Montana should do very well. Mr. Duffy said that anyone with young daughters or granddaughters will know who Hannah Montana is and predicted very strong demand for tickets. Mr. Lepore reported that Eleanor SanAntonio is researching two customer service programs, Tag-a-Tot, a program that would provide a wrist band with the child's seat number, section and row so that they can be returned to their group in the event that they are lost

and a designated driver wrist band that would allow that person free non alcoholic beverages during an event.

Mr. Duffy asked Mr. Duvel to update the Board on the progress of construction. Mr. Duvel stated that there is a lot of work that must be done so that we are ready to open in November. Mr. Duvel reported that there is still no formal approval of the fire alarm system from the Fire Marshall. Mr. Duvel was pleased to report that the elevator might be ready to service the suites on December 31st. Mr. Duffy noted that the number of change orders is way down. Mr. Duvel reported that there are 275 workers on the job. He said that at present they are working 4 ten hour days and 2 eight hour days. He also noted that after Labor Day they will be working three shifts. Mr. Duvel reported that the trade unions have been very cooperative in getting us the workers that we need. Mr. Duvel said that for safety day, a dunk tank was set up on the job site and a barbeque to celebrate the fine safety record was provided. He said that approximately \$400 was raised for the Juvenile Diabetes Association and the break in the work day was great for morale. Mr. Duffy reported that the Dunkin' Donuts Center Committee had voted to recommend TRACK seating for the arena seats. He noted that TRACK was not the low bidder but the only other bid did not follow the specifications. Mr. Duvel reported that wood and not aluminum was used for risers, the inserts were plastic not metal and the cushions were open cell foam that could absorb spills. Mr. Nee asked Mr. Lepore if he had any experience with TRACK. Mr. Lepore responded that TRACK was a reliable company.

Mr. Butler asked if the chairs were easily replaced in case of damage. Mr. Duvel said that the bid included attic stock of replacements. Kerrie Bennett informed the Board that a small number of seats would be installed prior to the November re-opening in an upper section of the arena. Mr. Gavitt noted that when we close next summer the seating will be installed. Upon a motion duly made by Mr. Nee and seconded by Ms. Corr it was unanimously

VOTED: to recommend that TRACK Seating be awarded the contract for arena seating.

Mr. Duffy asked our Owner's Rep. to address the Board. Mr. Ahlborg reported that at this time we are the largest job in the area as far as manpower. Mr. Ahlborg noted that he has been attending all pre-installation meetings. He noted that there are not as many unforeseen conditions now that demolition is complete. Mr. Ahlborg stated that finding additional asbestos should be at an end.

CONVENTION CENTER COMMITTEE

Ms. Corr reported that the Convention Center Committee had also met on Tuesday. She asked Mr. Muldoon to address the Board. Mr. Muldoon reported on three tradeshow that were new to the Convention Center during the last fiscal year. Mr. Muldoon said that Transformers, TOPS and Imprinted Sportswear were very successful shows that we hope to have as repeat business. Mr. Muldoon

outlined an opportunity to replace the lighting fixtures in the main ballroom and receive a \$90,000 rebate from National Grid. Mr. Muldoon explained that the cost of replacing the fixtures with fluorescent lighting would be approximately \$250,000 but could save \$50,000 per year in utility costs. He also noted that replacing the current fixtures with fluorescent lighting would be a component of the greening of the Convention Center. Mr. Muldoon said that they are looking at upgrades to the dimming system and he would like to have this project done in December with in-house labor. Mr. Muldoon reported that Debbie Tuton and her team are working on other green initiatives for both the Convention Center and the Dunk.

MARKETING COMMITTEE

Mr. Duffy asked Martha Sheridan to address the Board. Ms. Sheridan reported that Providence has received a great deal of recognition as a destination in the global market. She noted that Travel & Leisure Magazine has a four page article on Providence and the Wall Street Journal has Providence as one of the top ten up and coming destinations worldwide. Ms. Sheridan also noted that Southwest Airlines features Providence in their on board magazine. Ms. Sheridan reported that great press will play a significant part for future sales efforts. Ms. Sheridan noted that John Gibbons has been having success in the sporting event field. She noted that the Athletic Directors luncheon served as a great window of opportunity to network with local colleges and universities. She stated that Mr.

Gibbons has contacted various sports associations in an effort to attract events that could utilize both venues. Mr. Duffy noted that the contract with the CVB had expired in June and an extension needs to be considered by the Board. Mr. McCarvill stated that we removed any reference to the sub-lease with the Authority due to the CVB's move out of the Westin, but otherwise the contract including the Authority's monthly marketing payment have remained the same. He noted that the CVB Marketing Plan is an attachment to the contract and has not yet been approved by the CVB Board. Upon a motion duly made by Mr. Nee and seconded by Mr. Butler it was unanimously

VOTED: to renew the contract with the Providence Warwick/CVB pending approval of the Marketing Plan by their Board.

Mr. Muldoon reported that the Convention Center's Marketing Plan was presented on Tuesday. He said that the plan outlined the goals for the coming year. Mr. Muldoon noted Oceantech Expo that is coming to the facility in September is also holding a date in 2008 and if 2007 is successful will solidify dates in future years. Mr. Muldoon said that our goal is to attract new business and continue to service our existing customers for repeat business. Mr. Muldoon also noted that the Convention Center will concentrate on the social market for the coming year which will increase food and beverage.

Ms. Schadone reported that the Dunkin' Donuts Center's Marketing Plan described how events are marketed. Ms. Schadone said that

advertising and sponsorships as well as customer service are very important to the success of the facility. Ms. Schadone noted that there are many changes in marketing to the next generation and the Dunkin' Donuts Center sales staff is trying to keep up with the latest technology. Ms. Schadone stated that the partners are pooling so as to not overlap and collaborating on the message and look of all advertising material.

Mr. Duffy reported that the suites will be ready at 2:00 PM on New Year's Eve Day for the PC vs St. Peters basketball contest .

Chairman Duffy asked if there was any new business. Hearing none he sought a motion to adjourn. Upon a motion duly made by Mr. Butler and seconded by Mr. Hirsh it was unanimously

VOTED: to adjourn at 10:05 a.m.