

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY 310th  
MEETING OF THE BOARD OF COMMISSIONERS October 25, 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 October 25, 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, Jason Fowler, Bernie Buonanno, Dale Venturini, Paul MacDonald and Dave Gavitt.**

**Ms. Corr was 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; Tim Muldoon, Deb Tuton and Nancy Beauchamp, SMG/RICC; Larry Lepore, Cheryl Schadone and Kym Chevian, SMG/DDC; Larry Bacher and Steve Duvel, Gilbane; Eric Ahlborg, ABM; Susan Johnson; LGC&D; Kevin Madigan, Senate Fiscal Office; Chantale Sarrisin, House Fiscal Office; Ben Gedan, Projo, and Eileen Smith, Recording Secretary. CALL TO ORDER**

**Recognizing a quorum, Chairman Duffy called the meeting to order at**

**9:08 a.m. Mr. Duffy noted a change to the November meeting schedule. The Board meeting originally scheduled for November 29th at 9:00 am has been changed to November 28th at 9:00.**

### **APPROVAL OF MINUTES**

**Chairman Duffy entertained a motion to accept the minutes of the 309th meeting, September, 2007. Upon a motion duly made by Mr. Gavitt and seconded by Ms. Venturini 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 revenue for the month was (\$10,411) to budget and (\$26,811) to the prior year. Expenses were controlled to yield a net income of \$146,812 to budget and \$269,074 to the prior year. Mr. McCarvill continued that Year to Date revenue was plus \$241,000 to Budget and while the statement shows a negative net variance of (\$868,270) that is wholly driven by the \$1,500,000 start up operating capital received from the State that was not needed this year. Actual operations variance is plus \$631,720. Mr. McCarvill stated that these numbers are driven by strong parking revenues, good Convention Center and Food & Beverage numbers and the avoidance of losses incurred at the Dunkin' Donuts Center last year when we were in start up mode following Phase I of**

construction. Mr. McCarvill noted that Mr. Muldoon is confident that October will be strong. Mr. McCarvill stated that the outlook is good.

## **DUNKIN' DONUTS CENTER**

Mr. Duffy asked Mr. Lepore to address the Board. Mr. Lepore reported that the Bruins are moving equipment into their locker rooms and are looking forward to the season opener. Mr. Lepore noted that there is only a small window of opportunity to address any issues that arise with the building prior to the game. Mr. Lepore stated that the concessions are in place and equipment is being tested. He said that the event staff will take part in safety training on November 4th so that they can assist patrons with exits, rest rooms, etc. Mr. Lepore was reported on upcoming events. He said that a lot of great things are happening. Mr. Lepore noted that Dancing with the Stars will return in February. Mr. Lepore reported that he is working with the CVB on the USA Hockey Tournament that is looking at Providence for April, 2009. Mr. Lepore said that 90% of the work force is back and they as well as the Convention Staff will be cleaning as soon as Gilbane turns over the building.

Chairman Duffy asked Mr. Duvel to update the Board on the renovations. Mr. Duvel reported that the lobby concrete was being poured and the exterior sidewalks have been completed. He said that the hand rails would be installed next week. Mr. Duvel stated that

some trim would not be complete. Mr. Duvel noted that the crew continues to work seven days a week. Mr. Fowler asked what was done to fix the bridge problem. Mr. Duvel responded that high density foam and concrete were used to correct the problem and the bridge is on schedule to open in mid January. Mr. Duvel stated that permanent power would be established this week. Mr. Nee inquired about the building's adherence to the fire code. Mr. Duvel stated that Ms. Bennett and Mr. Mancuso have worked closely with the Fire Marshall and addressed any issues that he thought could be a problem. Mr. Nee began a discussion on the GMP. He reminded Gilbane that we cannot go over the amount that we have been given. Mr. MacDonald asked about the design of the pedestrian bridge. He said that there is a space along the floor that could collect trash. Mr. Duvel stated that something would be inserted to avoid trash buildup in that area. Mr. Buonanno inquired about the costs associated with correcting the bridge floor. Mr. Duvel assured the Board that the correction would not be an Authority expense. Chairman Duffy reminded everyone that we have another year to go and that this is not the finished product. He asked Ms. Bennett to make sure that the public understands that we are not done yet. Mr. Duffy noted that the building will be tested several times before the next Board meeting.

Ms. Bennett was asked to update the Board on the Athletic Director's luncheon. Ms. Bennett stated that the luncheon would take place on December 31st and asked that if any Commissioners would like to attend they are welcome. Ms. Venturini noted that these luncheons

are very good. She said that College and University Athletic Directors plan meetings and sporting events that could utilize the complex and the CVB is always willing to assist with arrangements. Ms. Bennett stated that the Athletic Directors are wonderful ambassadors for the destination.

Mr. Ahlborg reported that everyone is working well together. He said that all structural issues have been addressed and that there are no asbestos removal costs this month. Mr. Ahlborg did note that there was hydraulic oil in the old elevator that is being removed. Mr. Ahlborg said that he anticipates a smooth opening on the 14th. Mr. Ahlborg stated that it has taken a yeoman's effort to get this project done.

## **CONVENTION CENTER COMMITTEE**

Mr. Muldoon reported on the upcoming event schedule that includes the Fine Furnishing and Craft Show and the Literacy for All Conference. Mr. Muldoon indicated that the generator is being tested in the garage for all gates. He noted that in the past only one gate could be operated from the emergency generator. Mr. Muldoon reported that the disaster preparedness drill went well and gave us the opportunity to evaluate our response in an emergency situation. Mr. Muldoon said that he is in discussion with Ticket Master to include parking with the purchase of event tickets. Mr. Muldoon noted the inclusion of the Smart Maintenance Program in the Board

package. Discussions ensued regarding the importance of the program. Mr. Muldoon stated that the trades people have been interchangeable with the Dunk for over a year and have gotten to know both buildings very well. Ms. Tuton reported that an RFP for banners had been issued and she is in the process of reviewing the responses. Ms. Tuton said that the banners would be hung from the building and, if approved by the Capital Center Commission from the garage. She noted that the banners would help to identify the complex. Mr. Muldoon was pleased to note that a liability assessment of the Convention Center had taken place and the building had scored 96% which is the highest in SMG. He complimented the security staff for making sure the building is a safe place for the staff and patrons. Mr. Duffy asked if the assessment was done by SMG or an outside firm. Mr. Muldoon responded that it was done by CHUBB Insurance.

## **MARKETING COMMITTEE**

Ms. Venturini reported that the Marketing Committee had met on Tuesday. She thanked Ms. Tuton for moving forward with the banners and said that they are a part of the signage initiative that the Marketing Committee has been working on for several months. Ms. Venturini reported that the CVB's Annual Meeting would take place on November 1st at the IMAX Theater. Ms. Venturini stated that she was pleased with the collaborative effort between everyone involved with tourism in Rhode Island. Ms. Venturini noted that we have so much

**to offer year round and we are getting the word out.**

**Mr. Duffy asked if the added hotel rooms had made it easier to attract visitors. Mr. Schriever answered that because of the added rooms and larger available room blocks we are playing in a new field. Mr. Schriever reported that the USA Hockey Tournament will make a decision on November 30th and Providence is one of the two cities being considered. Mr. Muldoon noted that the sales staff is working closely with the CVB. The Bay Colony Cluster Dog Show is a new public show that is anticipated to have an attendance of 10,000 people. Mr. Muldoon noted that more hotels are becoming pet friendly. He also noted that with the complex and added hotel rooms we are in a position to host more Cheer and Dance competitions which have been a good source of business for us in the past. Mr. Muldoon said that there is significant sales activity in progress. Mr. Fowler asked how the addition of another sales person had worked out. Mr. Muldoon said that it is going very well and that we have had some successes. Mr. Muldoon said that there would be a staff meeting next week at which time we will see where we stand for the balance of this fiscal year. Mr. MacDonald reported that he had attended an event recently and the staff was terrific. He asked Mr. Muldoon to please thank them.**

**Ms. Schadone stated that USA Hockey would be very exciting for us and is looking into sponsorships for the event. Mr. McCarvill said that we will need to involve a great number of groups and individuals**

to help if this tournament chooses Providence. He thanked Jim Bennett and his local organizing group for keeping Providence alive with the decision makers. Ms. Schadone reported that 100 students applied for the 7 intern positions to operate the video scoreboard. She said that it is a very popular program and we have some great students. Ms. Schadone thanked the union members for their support of the students. Ms. Schadone reported \$85,000 in Festival of Trees sponsorships. Ms. Venturini applauded the FOT committee for putting Ms. Schadone as a team captain. Ms. Venturini congratulated Mr. Gedan on his recent marriage.

Chairman Duffy asked if there was any new business. Ms. Johnson of LGC&D asked if there were any questions on the Management Letter comments and responses. She thanked Ms. Sullivan and Mr. Nadeau for a smooth audit.

Hearing no other business Chairman Duffy sought a motion to adjourn. Upon a motion duly made by Ms. Venturini and seconded by Mr. Buonanno it was unanimously

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