

CLASSIC CENTER AUTHORITY

November 26, 2019

4:00 P.M.

AGENDA

- Call to Order
- Minutes of Previous Meeting (Tab 1)
- Financials
- Public Comments (Three-Minute Limit)
- Executive Director's Report (Tab 2)
- Action Item Votes:
 - Budget Cycle 2020 (Tab 11)
 - Years of Service Bonus
 - Retirement Matching Contributions
 - Active Threat/ Shooter Policy (Tab 13)
- Executive Session
- Announcements
- Adjournment

The Classic Center Authority
Board of Directors Meeting Minutes
November 26, 2019 Meeting

Board Members Present: Richard Boone, Charlie Maddox, Jennifer Zwirn, Ryan Brinson
Absent: Jack Crowley
Staff: Paul Cramer, Melanie Taylor, Jamie Childers
Media: No Media Present

At 4:21 pm, Richard Boone called the meeting to order.

APPROVAL OF MINUTES:

At 4:23 pm, a motion for approval of October 22, 2019 meeting minutes was called by Jack Crowley. Seconded by Charlie Maddox. The board unanimously agreed, it passed without dissent.

FINANCIAL REPORT:

At 4:24 pm, Brittany Baker presented the October financials for review.

The October financial report for the Classic Center was presented first.

The October financial report for the CVB was presented for review.

The October financial report for the Theatre was presented for review.

Finally, the October financial report for the Arena was presented for review.

At 4:29 pm, a motion for the approval of the October 2019 financials was presented by Ryan Brinson and Seconded by Charlie Maddox. The board unanimously agreed, it passed without dissent.

PUBLIC COMMENT:

No public comment.

ACTION ITEM VOTES

At 4:40 pm, Ryan Brinson presented a motion to accept the FY '21 Budget and proceed with the ACC narrative format. It was seconded by Jennifer Zwirn. The board unanimously agreed, it passed without dissent at 4:41 pm.

At 5:08 pm, Jennifer Zwirn presented a motion to accept the new Reorganization Chart for The Classic Center, which includes newly approved appointments. It was seconded by Charlie Maddox. The board unanimously agreed, it passed without dissent at 5:09 pm.

At 5:13 pm, Jennifer Zwirn presented a motion to approve a Years of Service Bonus to Shirley Edwards in the amount of \$10,000 for her 25 years of dedicated employment to The Classic Center. It was seconded by Charlie Maddox. The board unanimously agreed, it passed without dissent at 5:14 pm.

At 5:20 pm, Jennifer Zwirn presented a motion to accept a new 1:1 Retirement Contribution Match for all eligible fulltime hourly employees. It was seconded by Charlie Maddox. The board unanimously agreed, it passed without dissent at 5:21 pm.

At 5:24, Charlie Maddox presented a motion to accept the updated Active Threat/ Shooter Policy. It was seconded by Jennifer Zwirn. The board unanimously agreed, it passed without dissent at 5:25 pm.

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EXECUTIVE'S DIRECTOR REPORT:

Attached and made a part of the November meeting minutes is the Executive Director's report. The first topic was the outstanding month of October – for events and financials. Next, the FY '21 budget was carefully reviewed and discussed by the board. Paul then went on to discuss the reorganization of The Classic Center which includes new appointments. He carefully discussed suggested transition plans. Shirley Edwards will celebrate her 25th year of employment in the next coming months. She is the only original crew member of The Center. Paul recommended a Years of Service bonus to honor her commitment.

The Active Threat/ Shooter policy has been updated and was reviewed by the board. The administrative offices will be renovated December – January. We will relocate this office space to another area of the building during this time. Last to be discussed was the reviews from departments over the past month. The Cultural Foundation, Marketing BFL, HR, Theatre, and the Sales department were discussed, followed by the announcement our new Ice-Skating Commercial which will begin airing this month.

ANNOUNCEMENTS

No Announcements

ADJOURNMENT

At 5:39 pm the meeting concluded.