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General Manager

SMEAA OFFICERS
Mike Coffey, Jr.
Chairman
Mary Frances Squires
Vice-Chairman
Brad Mills
Secretary
Jeanette Goza
Treasurer

SMEAA MEMBERS
Deborah Grant
Marissa Lesko
Jason Loftus
Gail Simpson
Tony Smarjesse
Bill Taft
Terry Young

***Springfield
Metropolitan
Exposition &
Auditorium
Authority***

BOARD MEETING MINUTES

July 24, 2023

12:00 PM

The regular Board Meeting of the Springfield Metropolitan Exposition and Auditorium Authority was called to order at 12:00 PM in the Boardroom of the Bank of Springfield Center by Chairman Mike Coffey, Jr.

A roll call was taken and the following Board Members were present, representing a quorum:

Ms. Goza
Ms. Grant
Mr. Mills
Ms. Simpson
Mr. Smarjesse
Ms. Squires
Mr. Taft
Mr. Young

Also present were Jodi Davis, General Manager; Janet Jennings, Dir. of Finance, Joe Roesch, Legal Counsel; Noel Dalbey; Jim Dickey.

Mr. Coffey asked if there were any statements from visitors or guests.

Mr. Coffey asked for a motion to approve Action Item A & B, which were the Board Meeting Minutes from June 20, 2023 and the Lease Contracts. A motion was made by Mr. Young, and seconded by Mr. Mills. A voice vote was taken, motion carried.

Mr. Coffey stated that Action Item C is for the Bid opening for the Rigging Equipment for the East End. He proceeded to open the one Bid that was received.

1. Brent Theatrical Lighting, Inc. - \$93,500.00

A discussion took place regarding cost, why only one Bid received and how many Bids were sent out. Ms. Davis informed the Board that three (3) Bids Specs had been sent out. All recipients were local businesses. Brent was the only business to return a Bid. Further discussions took place regarding additional curtains for the west side and possible carpeting options for future events. It was decided that Ms. Davis will compare the current BID to ensure cost effective.

Mr. Coffey asked for a motion to table Action Item C until the August meeting. A motion was made by Mr. Mills, and seconded by Ms. Simpson. A voice vote was taken, motion carried.

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Mr. Coffey presented the Chairman's report. Mr. Coffey stated that some may have heard about the possibility of the convention center expansion, so he wanted to explain a little about what is going on. He stated that the previous Legislature passed a Tourism Improvement District (TID) Concurrence Bill, which should be signed by the Governor sometime soon. He and Turner were able to get some language changed, which changes the rules only for Sangamon County and only for the BOS Center, saying that The Center can have a Tourism District that starts with a 20 year term, as opposed to the original 5 year. Mr. Coffey went on to explain that with the 20 year term, the TID could potentially Bond funds for future expansion of the Convention Center. However, until the Bill is signed, he does not know for certain what is going to happen. Mr. Coffey stated that once the Bill is signed, he will bring more information to the Board.

Mr. Coffey called upon Ms. Goza to give the Finance Committee Report. Ms. Goza stated that the Finance Committee met at 11:50 AM.

Ms. Goza stated that the Finance Committee approved the list of bills as presented, but needed full Board approval.

Mr. Coffey asked for a motion to approve the list of bills. A motion was made by Mr. Mills, and seconded by Mr. Taft. A voice vote was taken, motion carried.

Ms. Goza stated that there were four (4) expenditures over \$1,000.00, but needed full Board approval.

1. Johnson Controls - \$4,564.29...Annual Fire Alarm System testing & inspection
2. Sage Software - \$5,462.40...Yrly Subscription (accounting & payroll)
3. Venue Coalition - \$8,000.00...Annual Membership Fee – 1st Installment
4. Momentus Technologies - \$10,791.0.....Annual Subscription for VenueOps (Event Booking software)

Mr. Coffey asked for a motion to approve the expenditures over \$1,000.00. A motion was made by Mr. Taft, and seconded by Mr. Smarjesse. A voice vote was taken, motion carried.

Ms. Goza stated that the Finance Committee approved the FY'24 Budget, which has been on file for 30 days, but needed full Board approval.

Mr. Coffey asked for a motion to approve the FY'24 Budget. A motion was made by Mr. Mills, and seconded by Mr. Taft. A voice vote was taken, motion carried.

There was no General Counsel report at this meeting.

Ms. Davis presented the General Managers report. Ms. Davis stated that Plaza Concerts over the weekend did not have the best attendance but the bands were great.

Ms. Davis stated that USTA Tumbling Nationals event that was in the building during the last meeting, was a huge success and was fantastic for both The Center and the City. She stated that unfortunately, they are required to jump to another city each year, but hopefully they will return in the future.

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Ms. Grant inquired about how marketing is done for event. Ms. Davis explained about the media used for advertising and that for these Free concerts she had used Illinois Times, email blasts to all of the Vault customers, social media and some of the local radio stations were having their DJ's plug the event. A discussion took place regarding marketing strategy and how much money is allotted for marketing events. It was decided that for the next event, Ms. Davis will present a new marketing plan to the Board and the Board as a collective will take the risk on what they are willing to spend to see what kind of return they get on the investment. A discussion took place regarding having surrounding businesses advertise and using DSI to send out information in their mailers.

Mr. Coffey asked for a motion to adjourn. A motion was made by Mr. Mills, and seconded by Mr. Smarjesse. A voice vote was taken, motion carried and the meeting was adjourned at 12:25 PM.

Tracy Motter
Office Manager

Mr. Mike Coffey, Jr.
Chairman