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Brian Oaks  
*General Manager*

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

SMEAA MEMBERS  
Steve Ettinger  
Jason Loftus  
Patricia Meyer  
Tony Smarjesse  
Andrew Spiro  
Judy Yeager  
Terry Young

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

**BOARD MEETING MINUTES**  
**May 17, 2021**  
**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.

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

Ms. Meyer (arrived at 12:01)  
Mr. Mills  
Mr. Smarjesse  
Mr. Spiro  
Ms. Squires  
Ms. Yeager  
Mr. Young

Also present were Brian Oaks, General Manager; Jodi Davis, Assistant General Manager; Bruce Stratton & Joe Roesch, Legal Counsel; Judge Perrin; James Dickey.

Mr. Coffey asked if there were any statements from visitors or guests. There were none.

Mr. Coffey called upon Judge Perrin for the swearing in of the newly elected Board members. Judge Perrin asked Mr. Coffey, Ms. Squires, Mr. Smarjesse and Mr. Young to stand for the swearing in. Ms. Goza was not present and will be sworn at the next Board meeting.

Mr. Coffey asked for a motion for election of Officers. Mr. Smarjesse stated that he would like to make the motion to nominate Mr. Coffey as Chairman. The motion seconded by Ms. Squires. Mr. Smarjesse stated that he would like to make a motion to nominate Ms. Squires as Vice-Chairman. The motion seconded by Ms. Meyer. Mr. Smarjesse stated that he would like to make a motion to nominate Mr. Mills as Secretary. The motion seconded by Ms. Yeager. Mr. Smarjesse stated that he would like to make a motion to nominate Ms. Goza as Treasurer. The motion was seconded by Ms. Yeager. A voice vote was taken, all motions carried.

Mr. Coffey asked for a motion to approve Action Item A & B, which were the Board Meeting Minutes from April 19, 2021 and the Lease Contracts. A motion was made by Ms. Yeager, and seconded by Mr. Spiro. A voice vote was taken, motion carried.

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There was no Chairman's report at this meeting.

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

Mr. Mills stated that the Finance Committee approved the list of bills as presented and that there were two (2) expenditures over \$1,000.00, but needed full Board approval.

1. Quality Elevator Inspections - \$1,525.00...yrly Inspection of 5 Elevators
2. DJ West Enterprises - \$7,680.00...Install 4 additional top row & 4 additional second row railings for risers

Mr. Coffey asked for a motion to approve the list of bills and expenditures over \$1,000.00. A motion was made by Mr. Young, and seconded by Ms. Meyer. A voice vote was taken, motion carried.

There was no General Counsel report at this meeting.

Mr. Oaks presented the General Manager report. Mr. Oaks stated that there are a few events scheduled to happen within the coming weeks. This week is the Assoc. Fire Fighters of Illinois followed by the Lincoln Day Dinner. Coming up in June there will be the area High School Graduations and a large wrestling event. He is planning on making an announcement this week regarding an outdoor concert, which will be held in the middle of June. Mr. Oaks stated that he has been receiving inquiries regarding the bridge phase and capacity allowed. He stated that there is not a lot going on in July or August but some events are beginning to book starting in the Fall. He stated that the convention industry could have a tough few years ahead while everyone is figuring out how to get back to capacity.

Mr. Oaks stated that everyone should have received a copy of the FY'22 Proposed Budget. He stated that it is on the conservative side, as he was putting it together not knowing what this year will bring. He stated that he slated the building revenue by about 60%-65% and the garage revenue by about 50%. He explained that the expenses were a little over budget for FY'21 because of the utilities, even with being shut down with no events. He explained about the utilities, how they are on demand charge and that he has met with CWLP to look into some energy saving. Mr. Oaks stated that he has moved the employment cost close to pre-pandemic range. He stated that there are a couple of full time employees that he would like to get back to work in the near future.

Mr. Spiro inquired about the status of the Shuttered Venue Operators Grant. Mr. Oaks stated that he had gone through the application process. However he did not think that The Center would be eligible because the building has been able to manage its money by keeping expenses down. At this time The Center is considered a Tier 3 building since it has received taxes from the city and has lost less than 25% of revenue during the pandemic.

Mr. Mills inquired about a site review of the electricity a few years ago to determine what was needed to help save energy. A discussion took place regarding the surge suppressors that were installed, however they are not on the larger grid that would cover the surges caused by concerts, the HVAC system and such.

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Mr. Young inquired about the part-time employee situation and whether it has been hard to get people to work events. Mr. Oaks stated that Ms. Davis has been in the process of calling former part-time employees but it has been a challenge due to people not comfortable to return to work or not wanting to return to work. A discussion took place regarding Ms. Davis providing the BOD members with a list of positions that The Center is looking to fill so they can share them with their constituents.

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 12:12 PM.

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Tracy Motter  
Executive Secretary

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Mr. Mike Coffey, Jr.  
Chairman