



Helena Civic Center Board
PO Box 272, Helena MT 59624

MINUTES OF REGULAR MEETING
CIVIC CENTER BOARD
May 14, 2019

MEMBERS PRESENT: Joann Christnacht, Steve Crider, Brad Culver, Bridget Holland, Riley Johnson, Judy Kline, Kathleen Pace, Trevor Parrish, Kacey Pilon, Glenda Seipp

MEMBERS EXCUSED: Mike DaSilva, Bonnie Lorang, Skip Hatveldt, Rick Schlenker

MEMBERS UNEXCUSED: Tim Andridge, Craig Wilkerson

OTHERS PRESENT: City Staff: Byron Dike, Troy Sampson

CALL TO ORDER: Board President, Judy Kline called the meeting to order at 4:00 PM.

MEETING MINUTES: Riley Johnson moved to approve the minutes as amended; Steve Crider seconded the motion; the minutes were approved as amended.

CIVIC CENTER BOARD BANK ACCOUNT: Judy told the board that Byron, Bridget, Joann, Kathleen and herself met with City Finance Controller, Liz Hirst regarding the bank account moving to the City bank account. Kathleen Pace reported that one thing that jumped out to her was that the money in the board's CD would publicly make more money and Joann stated she liked that the money during shows could be kept in the Civic Center safe. Judy asked to entertain a motion to give Brad permission to move the funds to the City of Helena account. Bridget Holland so moved with a second from Trevor Parish. There was some discussion. Motion approved.

TREASURER'S REPORT: Brad Culver presented the treasurer's report. There was one check in April. Bridget Holland motioned to approve the check, Kacey Pilon seconded. Motion approved.

PRESIDENT'S REPORT: Judy Kline introduced Bridget Holland as the newest board member. Judy, Joann and Brad met with Commissioner Noonan. Judy also has left a message with the Mayor requesting to meet with him. Judy passed around a letter that is addressed to the City Commission and from the officers of the board. She asked all members to read it as she will be asking for approval from the board to send it to the Commission. Judy Kline also reported that Gery Carpenter has put in an application to be on the board, Judy said the Gery will bring a lot of institutional knowledge and has a strong passion for the building. Riley asked if staff is okay with it, to which both Civic Center and Facilities staff stated they are in agreement.

COMMISSION REPRESENTATIVE REPORT: NA

STAFF REPORTS

COMMUNITY FACILITIES:

Troy Sampson reported that the LED project is coming to fruition, light fixtures are picked out and contract is signed. The project should be complete end of July.

Judy reported that in visiting with Commissioner Noonan today, that there is talk about moving the Civic Center under the Parks department. Troy said that is an item being discussed. Judy hopes to talk to the Commission before such happens and said they shared

the concern with Commissioner Noonan today. Trevor mentioned that the same has been mentioned for DHI and BID. He also stated he doesn't think Parks wants the Civic Center.

CIVIC CENTER:

Byron Dike reported that the Civic Center hired a new full time employee, Aaron Williams. In the past there had been 3 maintenance technicians and this is something different as this position was posted as an event technician. This means their role will still be maintenance but also helping with things like concessions, box office, theater, etc.

Byron reported since we last met, there have been 14 events. Some highlights were Symphony Youth Concert with 1900 kids in and out in just over an hour and Pink Floyd Laser Spectacular with about 700 people which Civic Center co-promoted with Knitting Factory. Knitting Factory is a promoter that the Civic Center is working with to bring in some shows and both parties have been happy with the arrangement thus far. Home Free was here April 25 with over 1700 and from what Byron said he has been able to find, that attendance beats out all shows at the Civic Center with the exception of a couple Seinfeld shows and Bill Cosby. Kathleen said she went and thought it was awesome. Byron said some other highlights were the Montana Military Museum wine fair in the ballroom and then last weekend Queen City Ballet produced Alice in Wonderland with about 700 people Saturday and Sunday. They were able to take advantage of our new 7500 lumen projector to project images for their backdrop. Byron reported that the Civic Center has been using Showare ticketing system since 2008 and this season, since July 1 ticket sales have shattered the previous year's number of ticket sales by 2000 tickets with about 600 more to go. These numbers are only auditorium shows that sell through the Civic Center box office. Gross revenue is \$11,000 over the highest year since 2008 and that is beating out the year where a Seinfeld show made those numbers spike.

FEB FEST: Glenda Seipp said that the show went great. She is excited to be using the Civic Center for concessions next year. Judy added that Bridget Holland has experience with putting on the home show and will be an "understudy" for the three annual craft shows. Glenda also stated that the City Manager mentioned at the last meeting about the City looking at the show applications and that Bridget is planning to send them to the City Attorney's office.

CIVIC CENTER BOARD BUDGET AND CIVIC CENTER 5YR PROJECTS PLAN: Joann stated there is a copy of the proposed budget and 5-year plan in their packet and asked if there are any questions. Brad asked if the green room enhancements have been done to which Byron answered that it has not been done. Riley Johnson moved to approve the Civic Center 5-year projects plan, Steve Crider seconded; motion passed. Riley Johnson moved to approve the Civic Center Board FY20 budget, Trevor Parish seconded; motion passed. Judy stated both documents will go to the City Commission for approval.

OLD BUSINESS: None

NEW BUSINESS: Judy asked if everyone had a chance to read the letter and would like everyone's approval before she sends it. Kathleen asked if we should say that we are hearing these stories and Judy said we need to get on an admin meeting agenda to discuss the content presented in the letter. Trevor said that from what he has heard in meetings that Ed Noonan seems to be in support of the Manager's approach on the DHI and BID. Riley Johnson moved to send the letter with the board's approval, Steve Crider seconded, motion passed.

PUBLIC COMMENT: None

The meeting was adjourned at 4:52 pm. The next meeting is scheduled for Tuesday, June 11, 2019.

Respectfully submitted,
Bridget Johnston, Administrative Assistant III