

**MINUTES OF THE METROPOLITAN ENTERTAINMENT & CONVENTION  
AUTHORITY BOARD OF DIRECTORS MEETING – OCTOBER 13, 2016**

A meeting of the Board of Directors of the Metropolitan Entertainment & Convention Authority (“MECA”), a Nebraska nonprofit corporation, was called to order by Chairwoman Diane Duren at 10:00 a.m. on October 13, 2016, in the MECA Board Room at CenturyLink Center Omaha, 455 N. 10<sup>th</sup> Street, Omaha, Nebraska.

**Roll Call:**

Present: Chairwoman Diane Duren, Ms. Dana Washington, Mr. Jay Noddle, Mr. Willy Theisen; and Ms. Susie Buffett who participated by teleconference from 10:09 onward.

**Proof of Publication:**

Notice of the meeting was published in *The Daily Record* on October 6, 2016, and in the *Omaha World-Herald* on October 6, 2016.

A copy of the Open Meetings Law was posted on the table near the side entrance to the MECA Board Room.

**Approval of Minutes:**

Mr. Noddle moved for approval of the minutes of the September 13, 2016, MECA Board Meeting, seconded by Mr. Theisen.

Motion carried: 5-0.

**President/CEO Report:**

Mr. Roger Dixon introduced MECA’s new Chief Financial Officer, Ms. DeAnn Olsen, and she was welcomed by the Board of Directors. Mr. Dixon also recognized Ms. Tabitha Chase, MECA’s Controller, who did a great job filling in until the CFO position was filled.

This past month MECA met with the National Collegiate Athletic Association (NCAA) for the Annual Review Meeting. Mr. Ron Prettyman, the new Managing Director with the NCAA, brings a different approach to his position, and Mr. Dixon was pleased with the outcome of the meeting. The following day, MECA met again with the NCAA for the Long-Term Review Meeting which is a good faith discussion and analysis of how operations are going compared to benchmarks. There were no major issues, other than further discussion will need to take place regarding a possible shortage for the Capital Repair and Replacement Fund. Mr. Dixon anticipates MECA, along with the partners from the City, CWS, Inc., and Creighton University, will meet with the NCAA in Indianapolis within the next few months to review the fund. Chairwoman Duren, who also attended the Long-Term Review Meeting, added that the meeting was very positive. It was impressive to do a look-in on a five-year relationship and come out with very few issues to resolve. Everyone was in agreement that TD Ameritrade Park Omaha (TDAPO) is a fabulous facility and it needs to be kept that way.

**Other Business:**

**Convention Center Sales & Marketing Update**

Ms. Denise Niebrugge reported there are currently 124 events on the books utilizing 245 event days for the fiscal year 2016-2017. Since the September 13, 2016, Board Meeting, 13 events with 17 event days and over 1,200 hotel room nights have been added. In addition, 17 new license agreements have been signed.

Ms. Niebrugge stated that she, along with Ms. Gillian Austin, will be leaving on Sunday to attend the Incentive Meetings Exchange (IMEX) America 2016 which is America's worldwide exhibition for incentive travel, meetings, and events at the Sands Expo & Convention Center in Las Vegas, Nevada. They will begin the convention with "Smart Monday" at the Meeting Professionals International Conference. Ms. Niebrugge and Ms. Austin will be distributing various seasoning packets to all the meeting planners they meet that day. On Tuesday, they will be grilling mouthwatering Omaha Steaks at the IMEX conference. Their apparel there will include customized aprons with bright orange Keds tennis shoes. The orange Keds are a talking point to represent Omaha as a walkable city. This is one of the largest shows with nearly 3,100 meeting planners and 3,000 booths.

Later this month, MECA will attend the Connect Faith Convention in Orlando, Florida, with representatives from the City and the Omaha Convention & Visitors Bureau (OCVB). This show will have approximately 325 faith meeting planners in attendance, and many one-on-one appointments will be scheduled.

Ms. Niebrugge also reported the sales team recently visited the new Marriott Hotel which is still under construction. They were able to tour two completely finished rooms. This hotel will be an extremely nice enhancement to the City of Omaha.

### **Corporate Sales and Marketing Update**

Mr. Tom O'Gorman stated that he has just returned from Nashville, Tennessee, where he met with representatives for country music artists from the Creative Artist Agency (CAA) and the William Morris Agency (WMA). The trip was very productive, and the year overall has been good for MECA. There will be three or four more event announcements before Christmas.

The final process of relocating club seat holders at CenturyLink Center Omaha (CLCO) has been completed. MECA currently has club seats filled at 100% for CLCO and TDAPO. They are continuing to push on sponsorship at TDAPO and anticipate a commitment on Gate 4.

### **Operations and Technology Update**

Mr. Kevin Raymond stated September was the annual Aksarben Stock Show and Rodeo. The staff does a really good job with this event, and not just with the set-up and during the event, but afterwards. The move-out was extended by a day to Tuesday which could have significantly impacted the move-in for the next event. However, by Thursday clean-up was completed and there was no indication that livestock had just exited the building.

The Operations staff was again challenged by the date change of the Kellogg's Tour of Gymnastics Champions. Typically, event staff is scheduled about a month in advance of an event. They received notification of the change six days beforehand. Everyone jumped in to contact the event staff, medical services, and security to change the schedule. Despite the change, the event went extremely well.

Ms. Susie Buffett joined the meeting via teleconference at this time [10:09 a.m.]. Chairwoman Duren updated her on what she missed and Ms. Buffett voted in approval of the minutes.

Mr. Raymond provided an update on projects. The repair and resealing on Hall C roof has been completed. There has been significant rainfall since completion, and Mr. Raymond was happy to report no leaks. A new application was tested for this project. It went very well, and MECA will continue to use the method as a repair method for other parts of the building that may be needed in upcoming years. The public wireless installation has also been completed. It was powered on during Def Leppard, as well as the Gymnastics Championship, and it performed very well. The first big test will be the NBA Pre-season Basketball game between the Chicago Bulls and Atlanta Hawks. Evaluation will continue, but MECA is optimistic and eager to publicize it and get people on board. The infrastructure will not only provide free Wi-fi for the public, but will be a ground floor to grow on and offer other services in the building.

Chairwoman Duren inquired as to the status of the vacant positions that were reported at the last Board meeting. Mr. Raymond was happy to announce that those positions have been filled. Ms. Pam Bugler is now the Guest Services Manager. Mr. Nate Stahlecker has accepted the position of Stadium Manager. These new team members bring the knowledge and experience to take their positions to the next level. Mr. Gino Meyers was promoted internally as the new Director of A/V Technology. Mr. Meyers has been with MECA about seven years and worked his way up through the ranks. Mr. Raymond is confident that he will be able to keep that department on the cutting edge.

### **Levy Food and Beverage Update**

Ms. Chris VanDorn reported that since last Board meeting, the Levy team has been hard at work finalizing the new menus. There will be new suite and concession items to be added to the fixed and portable locations. The refreshed in-seat menu will be rolled out November 4<sup>th</sup> for the Creighton University Basketball game. There will also be a new format for the group sales menu which will be implemented by the end of January.

Levy conducted their annual food tasting with the MECA staff on September 27. Various new menu items were on display. A presentation was given to the Vice Presidents first, and then it opened up for all MECA staff to join in for lunch. This luncheon is exceedingly enjoyed by the MECA staff and feedback is collected on all items tasted. This event is very beneficial for Levy to make menu modifications and tweak food items according to feedback before they go live on the first event.

Mid-September went on record as Levy served their largest food and beverage event - over 8,000 plated meals to the Lions International event in the Exhibit Hall. There were four meals served in three days which was a very large undertaking. Extremely positive feedback was received, and Ms. Niebrugge is working to get a testimonial for future citywide business.

Levy's chefs participated in the BaconFest Omaha held at the Omaha Kroc Center on September 18. This was the third time the chefs competed in the event to raise awareness and financial support for the Salvation Army. Chefs are able to enter items in a savory or sweet category, and Levy's chefs entered in both categories. A stuffed bacon sausage smoked meatball was the entry under savory, and for sweet the chefs created a homemade maple bacon ice cream with bourbon bacon caramel sauce which was absolutely amazing. In 2014, the Levy team won first place in People's choice, and nothing was won in 2015. Ms. VanDorn was excited to announce that this year Levy brought home three awards which

included the Judge's Category first place for both savory and sweet and the People's Choice Award for the sweet entry. Levy's chefs were super excited, and they are already planning for next year's contest. This is a good opportunity for growth and development for the team that is different from what they get to experience at MECA.

Finally, back in March 2015, Ms. VanDorn provided an update on the Food and Drug Administration (FDA) Calorie Requirements. The deadline at that point had been pushed back twice, now to next Spring. Levy is not changing their work schedule and intends to meet the December 1 deadline. There will be a column added on the menu boards to show the range of calories for every menu item. Specific language will be added to the bottom of the middle boards. Levy will be in complete compliance by December 1. TDAPO's menu boards will be updated over the winter to be ready for Creighton University Baseball in March 2017.

### **Public Relations Update**

Ms. Kristi Andersen noted that one item Ms. VanDorn did not mention was the Saving Grace Perishable Food Rescue article published by Julie Cornell from KETV on October 2. This article had wonderful coverage about Levy and CLCO participating in the food donor program that is so beneficial to the community.

Unfortunately, due to a scheduling conflict with Game 1 of the WNBA Finals in Minneapolis, the Kellogg's Tour of Gymnastics Champions made the decision to change the date of their show to Sunday, October 9. As expected, some guests were not happy with the short notice; however, CLCO did offer full refunds for guests that could not make the Sunday show, and overall it seemed to go over well.

MECA is busy making preparations for the Chicago Bulls and the Atlanta Hawks pre-season game on October 20. It is not surprising with the two former Creighton hoops standouts, Kyle Korver and Doug McDermott, that Ms. Andersen is receiving a lot of media requests from local and regional media. Ms. Andersen is currently working with Chicago Bulls Public Relation team on getting the credentialing finished and ready to go for the game next week.

Chairwoman Duren inquired about how many exhibition games a team plays each year, as it would be great to do it again next year. Mr. O'Gorman stated that there are usually four games. Mr. Dixon noted that there is a small window open for scheduling the exhibition games.

### **Committee Updates:**

#### **Internal Governance Committee**

Ms. Dana Washington reported that the Internal Governance Committee met on Monday, October 10, 2016, at MECA's offices. In attendance were Mr. Stephen Curtiss, City of Omaha Finance Director; Ms. Washington; Chairwoman Duren; Ms. DeAnn Olsen, Mr. Dixon; Ms. Tabitha Chase; and Mr. Bob Freeman. The Committee conducted a quarterly review of the Investment Summary and found the summary to be reasonable and consistent with policy. The Committee continued its annual review of all policies, specifically reviewing the Capital Reserve Policy as well as considering minor cosmetic changes and updates to a few existing policies. If there are substantial changes recommended, they will be presented at a future Board meeting. The Committee reviewed the 2016 July and August Financial Statements. After overviews from and discussions with Ms. Chase, the Committee found the reports to

be reasonable compared to plan and prior periods and consistent with standard MECA accounting practices. The Committee reviewed the 990 Communication Packet. Board members are required to complete the questionnaire for disclosure of business transactions for the annual tax return. The Committee reviewed calendars and scheduled Internal Governance Committee Meetings for the remainder of 2016. Finally, the Committee also reviewed MECA's 401k Audit Report with financial statements and supplemental information for the years ended December 31, 2015 and 2014. The report and statements were consistent with prior years and no unusual items were noted.

### **Real Estate Committee**

Mr. Jay Noddle stated that the Lot B Study Committee met on September 14. The goal of the meeting was to agree on a recommendation. There was a consensus within the Committee on a recommendation which is subject to a few remaining tasks to be completed before it is given. Those items are in the process of completion and the consultant group will deliver the information to the Lot B Study Group next week. At that point, Chairman Stinson will begin to implement a community communications plan. Mr. Noddle expects that MECA, as well as the City, will have a significant role in that.

### **Contract Approvals:**

Chairwoman Duren indicated there are three contracts requiring approval today.

### **MECA**

#### **Aon Risk Services**

**RESOLVED**, that the contracts for purchase by MECA of insurance coverages from the indicated carriers for the indicated coverages and premiums, as generally set out on the attached summary, are hereby approved.

**FURTHER RESOLVED**, that Roger Dixon as President/CEO is authorized and directed on behalf of MECA to execute the agreements to implement these coverages.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Mr. Noddle, seconded by Mr. Theisen.

Motion carried: 5-0

### **CLCO**

#### **Eakes Office Plus**

**RESOLVED**, that the Agreement between MECA and Eakes Office Plus to provide furniture for CenturyLink Center Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized on behalf of MECA to execute the Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Mr. Theisen, seconded by Mr. Noddle.

Motion carried: 5-0

## **TDAPO**

### **Alpha Video and Audio**

**RESOLVED**, that the Agreement between MECA and Alpha Video and Audio, Inc. to upgrade the server software which controls the IPTV system at TD Ameritrade Park Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized on behalf of MECA to execute the Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Ms. Washington, seconded by Mr. Theisen.

Motion carried: 5-0

### **Capitol District Report**

Mr. Mike Moylan presented an informational overview to the Board for the new Marriott Hotel and Capital District Omaha development project. Various renderings were shown of the exterior and interior of the hotel, the plaza area and apartment complex. Mr. Moylan noted that the renderings show an accurate display of the contemporary classic design followed throughout the buildings with the lighting, flooring and furniture. The plaza area features a modern day twist to a town square. This area, equipped with Wi-fi, is mostly urban hardscape; it will feature a fountain, two large screen video screens, and fixed and mobile trees. There will be many retail shops and restaurants which will fit into the neighborhood and complement the surrounding areas around it.

Chairwoman Duren inquired as to the opening date. Mr. Moylan responded that he would like to see it open by June 2017 but Marriott will dictate that date. Mr. Theisen asked when the reservation system would be available to book rooms. Mr. Moylan responded September 2017, but again Marriott will make that determination.

### **Next Board Meeting**

The next MECA Board of Directors Meeting is scheduled for Friday, November 18, 2016, at 10:00 a.m. in the MECA Board Room.

### **Executive Session**

Chairwoman Duren stated the time is 10:45 a.m. and invited a Motion to enter into closed Executive Session for purposes of discussing personnel, real estate and potential claims matters.

A Motion to go into Executive Session for these specified purposes was made by Ms. Washington, seconded by Mr. Noddle.

Motion carried: 5-0.

## **Adjournment**

At 11:25 a.m. a Motion was made to come out of Executive Session and to adjourn, made by Ms. Washington, seconded by Mr. Noddle.

Motion carried: 5-0

Adjournment (11:26 a.m.)