

**MINUTES OF THE METROPOLITAN ENTERTAINMENT & CONVENTION  
AUTHORITY BOARD OF DIRECTORS MEETING – DECEMBER 8, 2015**

A meeting of the Board of Directors of the Metropolitan Entertainment & Convention Authority (“MECA”), a Nebraska nonprofit corporation, was called to order by Chairman Dana Bradford at 10:00 a.m. on December 8, 2015, in the MECA Board Room at CenturyLink Center Omaha, 455 N. 10<sup>th</sup> Street, Omaha, Nebraska.

**Roll Call:**

Present: Chairman Dana Bradford, Ms. Diane Duren, Mr. Jay Noddle, Mr. Willy Theisen, and Ms. Dana Washington.

**Proof of Publication:**

Notice of the meeting was published in *The Daily Record* on December 1, 2015, and in the *Omaha World-Herald* on December 1, 2015.

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

**Approval of Minutes:**

Ms. Duren moved for approval of the minutes of the October 19 and 27, 2015, MECA Board Meeting, seconded by Mr. Noddle.

Motion carried: 5-0.

**President/CEO Report:**

Mr. Roger Dixon introduced MECA’s new Executive Chef, Tyler Humphrey to the Board. Chef Humphrey has spent nine years working his way up through the ranks and has definitely earned this position. Mr. Dixon thanked Mr. Theisen, Ms. Duren and Ms. Washington for contributing to the selection process.

MECA had the opportunity to meet with Marcus Hotel and Restaurant Group and Shamrock Development. Mr. Brad Lyles is their Corporate Director of Sales and now the lead contact that the Omaha Convention & Visitors Bureau (OCVB) will work with for events.

Mr. Dixon attended the Golden Goggle Awards in Los Angeles, CA to support USA Swimming’s year-end award ceremony. MECA wanted to show their presence and support of the 2016 US Olympic Swim Trials.

**Other Business:**

**Convention Center Sales & Marketing Update**

Ms. Denise Niebrugge reported there are currently 152 events on the books utilizing 267 event days for this fiscal year beginning July 1, 2015. Since the October 27, 2015, Board Meeting, 20 events have been added with 25 event days and over 5,600 hotel room nights. In addition, 17 new license agreements have been signed.

Ms. Niebrugge, along with the Omaha Convention & Visitor's Bureau (OCVB) and Omaha Hilton, will be attending the RCMA (Religious Christian Meeting Association) Convention in San Diego, CA, January 5 - 7, 2016. There will be approximately 335 faith-based meeting planners attending this convention. Ms. Niebrugge and her team will have opportunities to set up one-on-one appointments with these meeting planners to discuss their needs and bring events to the Midwest.

Ms. Niebrugge was happy to announce that Ms. Theresa Contreras has passed her Certified Meeting Professional (CMP) exam. This is a well-respected designation within the industry, and the certification will allow Ms. Contreras to attend the annual CMP meetings which are great networking opportunities with other professionals in the industry.

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

Mr. Tom O'Gorman stated that in terms of the contracts and renewal process, MECA is 99% completed for Club Seats for CenturyLink Center Omaha (CLCO). There are a few singles left. They are in the final stages at TD Ameritrade Park Omaha (TDAPO) and now are moving into a sales plan along with a strategic plan for relocations as guests have requested. There will be some open seats. Mr. O'Gorman will prepare a plan on how changes will be finalized for the Board to review at the next board meeting.

Since the last Board meeting on September 29, MECA has announced Jason Aldean, Outcry (a religious concert), Luke Bryan and Journey/Doobie Brothers.

### **Operations and Technology Update**

Mr. Kevin Raymond took the opportunity to recognize facility services staff for their hard work and efforts for this very busy event month for the convention center.

They are preparing for the NCAA Women's National Volleyball Championship and set up will begin this week with move in starting next Monday.

Mr. Raymond reported that due to the favorable November weather, they have been able to complete numerous projects. The repair on the stairs from the plaza has been completed. The pavers on 10<sup>th</sup> Street & Cuming Street have been replaced. New trees have also been installed in all the planters in front of the building and new concrete was poured around the artwork.

### **Levy Restaurants Update**

Ms. Chris VanDorn also welcomed Chef Tyler Humphrey into his new position of Executive Chef. His former position of Executive Sous Chef at TDAPO has been posted. Ms. Nicky Dillon has accepted the position of Assistant Director of Operations at TDAPO and will be transitioning into the position effective immediately.

Levy featured some of the new items from the suites menus on the Chef's Table in the Club Lounge during the two Creighton Basketball games in November. Information on the food item and the contact information were posted next to the foods so that guests could have the opportunity to sample the new menu items and order them in their suites. Levy has received very favorable reviews and will continue to feature new items periodically through the season.

Starting this week a new concession cart will be on the concourse. The new Budweiser and burgers cart will be able to cook items to order. It will be located at section 127 in between the Bud Light Zone and Comfort Kitchen concession stand.

Ms. VanDorn stated that, in November, Levy was able to showcase some new concession items. Ms. Sara Wingert from *Encounter* (part of the *Omaha Magazine*) sampled several new signature items throughout the concourse. They will be taking pictures and this will be featured in the January – February edition of the *Encounter* as well as online.

### **Public Relations Update**

Ms. Kristi Andersen reported MECA is gearing up for the NCAA Volleyball National Championship. The teams participating will be announced on Sunday. On Monday, MECA will be giving reporters a chance to see the unique flooring and how it is installed. The lead technician with Connor Sport International will be here to meet with the media. This event will put MECA back into the national spotlight.

### **Committee Updates:**

#### **Internal Governance Committee**

Ms. Diane Duren reported the Internal Governance Committee met on Friday, November 20, at MECA's offices. In attendance were Mr. Stephen Curtiss, City of Omaha Finance Director; Ms. Duren; Mr. Dana Bradford; Ms. Lea French and Ms. Tabitha Chase. The Committee reviewed the August and September 2015 Financial Statements, after overviews from and discussions with Ms. French and Ms. Chase, the Committee found them to be reasonable compared to plan and prior periods and consistent with standard MECA accounting practices. Ms. French provided a review of the 990 Communication Packet which will be distributed to the Board after the meeting today. Board members are required to complete the questionnaire for disclosure of business transactions for the annual tax return. Ms. French also provided a review of MECA's quarterly investment summary, the Committee found it to be reasonable and consistent with policy.

The Committee then reviewed the progress to date on the strategic plan, which includes a long-range projection of revenue, expenses and capital expenditures. The work provided by the Arena and Convention Committee has been integrated into the strategic plan and the related long-range projection of the arena and convention businesses. In addition, MECA is assisting Mr. Keith Backsen of the OCVB in developing a more detailed plan for expanding the convention business. Ms. Duren noted review of the capital expenditures that will be needed to maintain the physical plant, as well as customer and fan experience. Great progress has been made as to the completion of the plan by the end of the year. Another meeting is scheduled for later this week.

Next, the Committee reviewed MECA's 401(k) Audit Report with the financial statements and supplemental information for the year ended December 31, 2014. The report and statements were consistent with prior years. No unusual items were noted. Also reviewed was the employee gift log for March 2015 – October 2015 to ensure compliance with the Code of Business Conduct and Ethics Policy. No exceptions or unusual items were noted. The upcoming board schedule was reviewed, along with the financial reporting timing and review requirements, and have established the Committee meeting schedule for the next several months.

### **Real Estate Committee**

Chairman Bradford stated a meeting has been scheduled in December to bring the City together as discussed at the last Board meeting. This will begin the process of working with Creighton University, the NCAA the City, and other key stakeholders to move forward on Lot B, parking and other matters important to MECA.

### **Contract Approvals:**

Chairman Bradford indicated there is one contract requiring approval today.

### **CLCO**

Chairman Bradford read the following resolution:

#### **Tenant Sales and Service Agreement**

**RESOLVED**, that the Agreement between MECA and Tennant Sales and Service Company for the purchase of an S30 Rider Sweeper, 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.

Chairman Bradford invited public and Board comment and asked for a motion.

Ms. Duren inquired as to the life span of the sweepers. Mr. Raymond stated they typically last ten years.

Moved by Ms. Duren, seconded by Mr. Noddle.

Motion carried: 5-0.

### **Next Board Meeting**

The next MECA Board of Directors Meeting is scheduled for Tuesday, January 12, 2016, at 10:00 a.m. in the MECA Board Room.

### **Executive Session**

Chairman Bradford stated the time of 10:15 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. Duren, seconded by Ms. Washington.

Motion carried: 5-0.

### **Adjournment**

At 11:43 a.m. a Motion was made to come out of Executive Session and to adjourn, made by Mr. Theisen, seconded by Ms. Washington.

Motion carried: 5-0

Adjournment (11:43 a.m.)