

**QUAD CITY CIVIC CENTER AUTHORITY**  
**MINUTES**  
**May 17, 2012**

**Present:** Chairman Ted Thoms, Jennifer Fowler, John Hass, Hunt Harris, Reggie Freeman, Thomas Thomas, Paul Mulcahey

**Absent:** Gene Blanc, Lew Steinbrecher, Mike Haney

**Present Staff Members:** Scott Mullen, Rocky Jones, Emily Perkins, Kevin Snodgrass, Roger Strandlund, Andy Konkle (Levy Restaurants), Chef Michael Bolin (Levy Restaurants)

**Others:** Phyllis Schwindt (Cleaveland Insurance Company)

Chairman Thoms called the meeting to order at 12:32 p.m. with a quorum present.

Mr. Mullen introduced the new Director of Operations for Levy Restaurants, Andy Konkle, and mentioned that feedback has been extremely positive with the new food and beverage company transition. Mr. Konkle summarized his work experience and added that he has been with Levy for fourteen years. He introduced Chef Michael Bolin, who has been with Levy for eight years. Chairman Thoms welcomed them and added that the Authority is looking forward to experiencing the higher level of service, quality and presentation.

**Approval of Minutes**

Motion by Mr. Harris, seconded by Ms. Fowler to approve the minutes of the meeting of April 19, 2012. The motion carried unanimously.

**Financial Statement**

A motion was made by Mr. Mulcahey to approve the Financial Statement for the period ending April 30, 2012. Mr. Harris seconded. The motion carried unanimously.

**Building Insurance**

Mr. Jones distributed a summary of the quotes submitted by Kunkel & Associates and Cleaveland Insurance. He added that Cleaveland Insurance received the first selection of carriers since they were the lowest agency bidder. Kunkel & Associates received the second selection of carriers, and none of the other agency bidders submitted carrier quotes. Mr. Jones reported that Kunkel & Associates was \$48 lower, however Cleaveland Insurance included a dividend plan that provides a potential rebate for worker's comp through Traveler's, which resulted in Cleaveland being the lowest bidder. Mr. Harris asked how the premiums compare to last year. Mr. Jones said that premiums increased from all bidders compared to last year; however the building has increased coverage in some areas. Mr. Mullen said that he has had good experiences with both companies. Mr. Jones agreed.

**Resolution 12-10**

Motion by Mr. Hass, seconded by Mr. Harris to award the building insurance to Cleaveland Insurance based on the dividend plan making them the lowest cost bidder. The motion carried unanimously.

Mr. Thoms noted that his vote was affirmative, and added that he had no financial benefit from awarding the bid to his business client, Cleaveland Insurance.

### **Committee Reports**

#### ***Executive Committee:***

Chairman Thoms reported that the Executive Committee met and discussed the elevator maintenance bid. He reported that some bidders misinterpreted the wording from the bid specifications, and therefore it would be in the i wireless Center's best interest to rebid the elevator maintenance with clarifications. Mr. Mullen added that the original bid was awarded incorrectly and although it's not standard practice he agreed that it would be necessary to rebid.

#### **Resolution 12-11**

Motion by Mr. Freeman, seconded by Mr. Mulcahey to rebid the elevator maintenance with clarification on the bid wording. The motion carried unanimously.

### **Director's Update**

Mr. Mullen reviewed previous and upcoming events with the Authority. He reported that numbers from the Jason Aldean concert showed that Levy served patrons more efficiently than in the past, and provided quicker transactions at the stands.

Mr. Mullen reviewed the following plans to meet his objectives for the Fiscal Year 2012-13:

- Develop special wedding and holiday packages for the conference center to market this summer
- Offer a wedding open house in January or February to display the full room set-up
- Promote the conference center on Facebook
- Offer special deals to returning conference center customers

Mr. Mullen reported that a local company will trade services to upgrade the i wireless Center website in exchange for advertising.

### **Executive Director Goal Approval**

Chairman Thoms opened the floor for questions about the nine goals for the Executive Director that were submitted to Authority members for review. No questions were asked.

#### **Resolution 12-12**

Motion by Mr. Hass, seconded by Ms. Fowler to accept the Fiscal Year 2012-13 goals and objectives for the Executive Director, which are tied to the discretionary portion of his compensation. The motion carried unanimously.

### **Adjourn**

Motion by Ms. Fowler, seconded by Mr. Hass to adjourn.  
The motion carried unanimously and the meeting was adjourned at 1:20 p.m.

*Emily Perkins*  
QCCCA Secretary