

## AGENDA

12-2-2021

### Attendees:

**Civic Center Commission Members Present:** Commissioner James Knowlton, Commissioner Penelope Herideen, Commissioner Lowell Alexander, and Commissioner Tony Economou

**Absent:** Chairman John Brissette

**City of Worcester:** Julie Lynch, Luis Castillo

**ASM Global (SMG):** Sandra Dunn, James Moughan, Melissa Bishop

#### 1. Call to Order

With Chairman John Brissette absent, Commissioner James Knowlton called the meeting at 9:03am.

#### 2. Acceptance of October Meeting Minutes

Commissioner Knowlton asked for a Motion to accept the minutes for the October 28<sup>th</sup> meeting. Commissioner Tony Economou seconded. All in favor.

### 3. Project Status Updates:

#### a. Vault – Status Update

City's Julie Lynch mentioned that phase one work for the vault has advanced to about 65%. National Grid is prepping work while DCU accommodated the construction schedule. The next phase is scheduled to begin in January 2022.

#### b. Telephones and Security Cameras

Cameras are fully installed. Telephone As-builts are underway. Overall phone system should be completed in March 2022.

Ballroom chair replacement funding was in question. J. Lynch suggested we decide which chairs we want as leads times are long. SMG's Sandy Dunn mentioned that the Commission has decided on a chair and would share the details after the meeting.

Controls update for HVAC and Lighting looks to be 99% completed with only a punch list pending.

Populous Architects' contract is being reviewed by Populous for final execution by the City. S. Dunn wanted to mention that the City of Worcester's Technical Services has done an outstanding job through the telephones and security cameras upgrade project.

Commissioner Herideen asked J. Lynch if the contract has been signed by Populous. Julie replied that the Law office sent Populous a contract and that it should be executed by the end of the week.

#### **4. AMS Global Reporting**

Sandra Dunn welcomed new Commissioner Tony Economou to the Board and offered a tour of the building.

##### **a. Monthly Highlights/Financial Statements**

State Police had their graduation of 168 officers. Disney on Ice had their highest gross ticket sales in the history of the Civic Center, while the Civic Center sold its most food and beverage per person during the event. Worcester Business Journal event was also held.

Both Professional Bull Riding and Monster Jam events went on sale. Iron Maiden was announced for October 2022. S. Dunn mentioned that events are being postponed even before Omicron, resulting in less events scheduled for the first months of 2022. While events bookings are down, ASM Global is focused on keeping costs down and planning for the future. The Siberian Orchestra event over two days sold more than 15,000 tickets and exceeded 2019 sales by 10%.

In partnership with Discover Central Mass, the Civic Center held a job fair for 37 companies. Discussion with the 37 companies and Discover Central Mass have occurred to make this a yearly occurrence.

##### **b. Financials**

ASM's Melissa Bishop summarized ASM Global's financial statement. September was \$14,000.00 under budget largely due to the Pirates Championship game that was unbudgeted. Year to date, we are \$365,000 ahead of budget and trending a little lower than year to date at this time last year.

##### **c. Operations**

Due to new ECHL restrictions, new mitigation Plexiglas was added to further restrict the spread of coronavirus. City wreaths are being installed this week.

Commissioner Herideen requested an update on the cash payment options at the Civic Center. S. Dunn replied that there's one concession stand that accepts cash.

##### **d. Sales**

J. Moughan provided a sales update. Discover Central Mass and Mr. Moughan worked together on larger conferences and three city-wide bids. City-wide bids are conferences that require use of all the city's hotels.

The three city-wide event bids are:

1. 2022 State Democratic Convention in June
2. 2025 System Dynamic Society Conference
3. Steubenville East Conference in summer

Greenfield Online Academy had their MCAS testing at the Civic Center. They are also thinking about having their graduation at DCU as well. The Lean Conference is returning in 2023.

**5. New Business**

**6. Adjourn**

Commissioner Knowlton scheduled the next meeting for January 27<sup>th</sup> and called the meeting to adjourn. Commissioner Herideen seconded. Meeting ended at 9:41am.