



Five Flags Civic Center Advisory Commission Meeting Monday July 31, 2017

Approved by Commission 9/25/17

**COMMISSIONERS
PRESENT:**

Rod Bakke, Bryce Parks, McKenzie Hill, Tyler Daugherty, Nicholas Huff

**COMMISSIONERS
ABSENT:**

STAFF PRESENT:

HR Cook, Don Howes, Shaun Rice, Kelly Spreitzer, Pam Leytem

OTHERS PRESENT:

Marie Ware

**MINUTES
APPROVED;
VOTE:**

Commissioner Bakke motioned and Commissioner Parks seconded, to approve the minutes of the May 22, 2017 meeting. The motion passed unanimously.

NEW BUSINESS:

No new business discussed at this time.

OLD BUSINESS:

Marie Ware reported that Theater tuckpointing project was on the timeline and would be finished soon.

Marie also updated commissioners on the feasibility study and process. We are currently about halfway through to process; the final report is expected around October 2017. When the report is back, there are a number of options for releasing information to public and city council. Commissioner Bakke stated the meeting with architect was informative and went well.

**MARKETING
PROMTIONS &
EVENTS REPORT:**

Marketing coordinator, Kelly Spreitzer, reported on past months marketing initiatives and highlights. Printed copies of the report were included in the commission packet. Spreitzer also reported that Five Flags Center had received the "Best Community Service Project" at the SMG Marketing summit. The award was for the Wags at the Flags event introduced this past fall.

**OPERATIONS
REPORT:**

Director of Events and Operations, Shaun Rice, reported on operations activities for the past months in the areas of Safety Committee meetings; routine maintenance; technical operations; and CIP activity. Printed copies were included with the commission packet.

**STAFF
DEVELOPMENT
REPORT:**

General Manager HR Cook introduced Pamela Leytem, the new F&B Manager to the commission. Leytem and Cook discussed some of the new product ideas that will be explored in the coming months.

Other staff updates and activity occurring during the past months and details were included in the commission packet.

**FINANCIAL
REPORT:**

Director of Finance, Don Howes, reviewed event totals and Financial highlights with commissioners. The financial packet was included in the commission packet.

OTHER BUSINESS: General Manager Cook discussed the Fireball run national event that he will be involved with later in September. Commissioner Daugherty added information from the CVB perspective.

**ADJURN;
VOTE:** Motion to adjourn was made by Commissioner Parks, seconded by Commissioner Bakke. The motion passed unanimously.

NEXT MEETING: *Next bi-monthly meeting held in the General Manager's Office on Monday September 25, 2017 at 3:30PM. Five Flags staff will place an email "Thursday before" to remind commissioners of the meeting.*