

# **LUZERNE COUNTY CONVENTION CENTER AUTHORITY MEETING**

## **JANUARY 15, 2020**

The Regular Meeting of the Board of Directors of the Luzerne County Convention Center Authority was called to order at 12:07pm by Chairman Gary Zingaretti on January 15, 2020.

PLEDGE OF ALLEGIANCE, LED BY CHAIRMAN GARY ZINGARETTI, WAS SAID BY ALL IN ATTENDANCE.

Chairman Gary Zingaretti wished everyone a Happy New Year.

ROLL CALL: PRESENT: Carmen Ambrosino, Peter Biscontini, Donna Cupinski, Neal DeAngelo, John Pickering, Gene Rafalli, Michelle Reilly, John Ruckno, Tom Woods, and Gary Zingaretti. ABSENT: Anthony Ryba was absent. Also present were members of the SMG/ASM Administration and Attorneys Murray Ufberg and Mary Jo Kishel from Rosenn Jenkins & Greenwald.

### **CORRESPONDENCE**

Chairman Gary Zingaretti informed everyone that the information from Commonwealth of Pennsylvania was received and he reminded everyone of their obligation to file a Statement of Financial Interest Form in a timely manner. He asked that everyone complete and return their forms to Mrs. Gailann Gorski, Office Manager, as soon as possible for filing where necessary.

### **PUBLIC COMMENTS**

There were no public comments for this month's meeting.

### **APPROVAL OF DECEMBER 11, 2019, REGULAR MEETING MINUTES**

Chairman Zingaretti asked for a motion to accept the board minutes as written. Motion made by Peter Biscontini and seconded by Michelle Reilly to approve the December 11, 2019, Regular Meeting Minutes. ON THE QUESTION: All those in favor of the motion to accept the minutes signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

### **APPROVAL OF 2020 BUDGET**

Chairman Zingaretti reviewed page 20 of the budget which properly reflects all of the updated contracts (Naming Rights, Penguins, SMG and Food and Beverage). He stated that the budget for 2020 is \$332,115.00 which is the net income from Operations which is about 10% over 2019 and that the Finance Committee feels that this accurately reflects all the contractual changes, adding that there are still some things that they will need to evaluate once we see how the first year of the contract plays out. This is the budget that is recommended for approval. The finance committee met on Monday and unanimously agreed to put before the entire board for final approval. Motion made by Carmen Ambrosino and seconded by Tom Woods to approve the 2020 Budget. ON THE QUESTION: All those in favor of the motion to approve the 2020 Budget signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

### **PAYMENT OF BILLS**

Chairman Zingaretti asked for a motion to pay all the bills as noted on the attached agenda. Motion made by John Pickering and seconded by Gene Rafalli to accept the payment of bills as listed on the agenda. ON THE QUESTION: All those in favor of the motion to pay the bills listed signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

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### GENERAL MANAGER'S REPORT

ASM Global General Manager, Will Beekman, informed the board that the venue hosted another seven (7) hockey games, which already puts us more than half way through the hockey season. There will be seven (7) more between now and the end of February and then only a few more left for the end of the year. He added that there is a very busy six (6) to eight (8) weeks with eight (8) performances of Disney on Ice, three (3) days of Home and Garden Show, three (3) days of Monster Jam, two (2) performances of Harlem Globetrotters, and then Jeff Dunham will play to another packed house. We are really excited to inform the board that PIAA District 2 Basketball High School Basketball Championships will return the last weekend of February. We are still waiting on ticket information regarding the PIAA games. He added that we have recently confirmed an event with Aaron Lewis which will take place on March 13, 2020, then the Impractical Jokers will be here in August, and Tim McGraw will be here on July 12, 2020. We are definitely the smallest venue on that entire tour but it's a really big event for us this year. We are still waiting on ticket information for Tim McGraw which should be out in the next few weeks. We will also have Jurassic World Live which is a large, interactive family dinosaur show. It is doing very well across the country so we are excited to have this event.

Mr. Beekman informed the board that he was recently at the SMG Booking meetings and hopes to be able to announce three (3) maybe four (4) more events in the upcoming weeks. Mr. Tom Woods asked about Charlie Daniels still performing with Alabama. Mr. Beekman stated that the show continues to sell very well even though there were some illnesses that have postponed the event twice already adding that we are still expecting Charlie Daniels to be part of the Alabama tour in October of this year.

### COMMITTEE REPORTS

#### CAPITAL IMPROVEMENTS & STRATEGIC PLANNING COMMITTEE

Vice-Chairwoman Donna Cupinski stated that she has a Wi-Fi update. The contract is signed and the equipment is on order. They anticipate to be onsite in February 2020. Mr. Mike Wilczynski added that there will be a meeting on Friday to do a walk-through with their engineer who will head up the project. He was told that a projected date to be on-site is February 12, 2020, for a start date. There is some more engineering that needs to be done but its moving along. Ms. Cupinski state that a lot of projects have been worked on but this seems to be one of the top five most anticipated project. The committee is happy to announce that it is rolling.

Chairman Gary Zingaretti informed the board that they are in the process of applying for some state grants and have met with the grant writer and the board needs to bring in some professional services, either with some architectural engineering or both. There is no firm selected at this point but would like the boards authorization to have the Capital Improvements Committee select a vendor and have the either the Chair or the Vice-Chair to be able to execute the contract with the chosen vendor at a cost not to exceed \$50,000. This way it saves the time of waiting until a later meeting for approval. Time is of the essence right now. The cost of the fees are includable in the grant so some of that money will be recovered through the grant process. Motion made by Michelle Reilly and seconded by Gene Rafalli to give authorization to the Capital Improvements Committee to select and contract with a grant writer at a cost not to exceed \$50,000. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

#### FINANCE COMMITTEE REPORT

Chairman Gary Zingaretti informed the board that the Finance Committee met on Monday and ASM Global updated the committee on the server project as discussed at the last board meeting. They are coordinating with all the necessary vendors and would like to start the project in early February and part of that project is a new server. The committee requests that the board approve a motion to purchase a new server to created

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three (3) virtual servers including all necessary licensing at a cost not to exceed \$20,000. Motion made by Peter Biscontini and seconded by Neal DeAngelo to approve the purchase of the new server including licensing at a cost not to exceed \$20,000. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Chairman Gary Zingaretti further informed the board that ASM Global needs to replace the digital mix board for the portable sound system. This is a system that is used primarily for small events and graduations, etc. Motion made by Tom Woods and seconded by John Ruckno to approve the purchase of a new digital mix board at a cost not to exceed \$3,500. ON THE QUESTION: Tom Woods questioned what happened to the old mix board. Mr. Mike Wilczynski, Director of Operations, explained that it was 20 years old and a huge analog board and the channels are not working. He said they need to move into the digital world with this equipment. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

### **LAND DEVELOPMENT COMMITTEE REPORT**

Ms. Michelle Reilly stated that she has not heard anything lately. Mr. Mike Wilczynski stated that he has not heard anything from them either adding that they have been working and there have been no issues. He said that they have been working well with us for the shows that are coming in and they are also doing a good job with the street sweeper keeping the road clean. Ms. Reilly questioned if they were bonded because of them bringing their heavy trucks and equipment into the site. Attorney Mary Jo Kishel said she would speak with Attorney Mark Van Loon to see what he was able to find out.

### **POLICY AND PROCEDURES COMMITTEE**

Mr. Carmen Ambrosino stated that there was nothing to report this month.

### **SUITES COMMITTEE**

Mr. Tom Woods stated that there was nothing to report this month. Everything is going well.

### **OLD BUSINESS**

Chairman Gary Zingaretti informed the board that the meeting dates that are in the board packets have a minor change to them. The meeting date was listed as March 12 but the correct date is March 11, 2020. Leap year threw the date off this year. The dates were advertised correctly but the board was given a corrected copy.

### **RIGHT TO KNOW**

Attorney Peter Biscontini stated that there were no requests this month.

Going back to **OLD BUSINESS**, Ms. Carrie Grantuskas, Assistant General Manager, informed the board that another piece to the servers that will be necessary is the purchase of new chip readers in the concession stands. There will probably be a motion before the board next month to purchase chip readers at a cost of approximately \$25,000 to \$30,000.

### **NEW BUSINESS**

Chairman Gary Zingaretti asked if anyone had any new business.

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### **ELECTION OF OFFICERS FOR 2020**

Chairman Gary Zingaretti informed the board that January is the month that the Reorganization meeting for the board takes place.

Motion to OPEN THE FLOOR for nominations for Officers for the Luzerne County Convention Center Authority for 2020 made by John Ruckno and seconded by Neal DeAngelo. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Motion to nominate Gary Zingaretti as the Chairman of the Luzerne County Convention Center Authority for 2020 made by John Ruckno and seconded by Tom Woods. A call for other nominations for Chairman was made. No other nominations were presented. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Motion to nominate Donna Cupinski as the Vice-Chairwoman of the Luzerne County Convention Center Authority for 2020 made by Tom Woods and seconded by Peter Biscontini. A call for other nominations for Vice-Chairperson was made. No other nominations were presented. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Motion to nominate Tony Ryba as the Treasurer of the Luzerne County Convention Center Authority for 2020 made by Donna Cupinski and seconded by Carmen Ambrosino. A call for other nominations for Treasurer was made. No other nominations were presented. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Motion to nominate Tom Woods as the Secretary of the Luzerne County Convention Center Authority for 2020 made by Michelle Reilly and seconded by Gene Rafalli. A call for other nominations for Secretary was made. No other nominations were presented. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

Motion to CLOSE THE FLOOR to further nominations for Officers for the Luzerne County Convention Center Authority for 2020 made by Gene Rafalli and seconded by Neal DeAngelo. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

To Summarize, the Elected officers for 2020 are Gary Zingaretti as Chairman, Donna Cupinski as Vice-Chairwoman, Tony Ryba as Treasurer and Tom Woods as Secretary.

Chairman Gary Zingaretti respectfully appointed Peter Biscontini to continue as Right to Know Officer for 2020.

### **GOOD OF THE ORDER**

Mr. Tom Woods congratulated Peter Biscontini for his role in the recently released movie "The Irishman". Mr. Woods stated that Mr. Biscontini can be seen at about 1 hour 42 minutes into the movie. He was in Umberto's Clan House. Mr. Biscontini explained that he was in the scene with Mr. Robert Deniro but he only spoke with Mr. Martin Scorsese and one of the cameramen. He was very involved with every part of the scene. He added that Sebastian Maniscalco was in the same scene not even knowing who he was throughout the day. He stated that it was a great experience.

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Vice-Chairwoman Cupinski informed the board that in December 2019 we lost one of our former board members, Barry Payne. He had cancer and sadly passed away. He was on the construction committee and served as Vice-President and Vice-Chairman. She said that she and Mr. Zingaretti attended the service on behalf of the board. Mr. Tom Woods stated that he was the brother-in-law to the new Mayor of Wilkes-Barre City. His wife and family expressed how very proud he was to be a member of this board. He absolutely loved it.

**EXECUTIVE SESSION**

Chairman Gary Zingaretti stated that an Executive Session would be held after adjournment for the purpose of personnel matters.


**ADJOURNMENT**

Motion made by Peter Biscontinini and seconded by John Ruckno to adjourn the meeting at 12:31pm. ON THE QUESTION: All those in favor of the motion signified by saying "AYE". OPPOSED: No one opposed. ABSTAIN: No one abstained. The motion passed.

The next Regular Monthly Board Meeting is set for the second Wednesday, March 11, 2020, at noon.

The meeting was adjourned.

APPROVED:

  
Tom Woods, Secretary