

LUZERNE COUNTY CONVENTION CENTER AUTHORITY MEETING

APRIL 14, 2021

The Regular Meeting of the Board of Directors of the Luzerne County Convention Center Authority was called to order by Vice Chairwoman Donna Cupinski on April 14, 2021.

The Pledge of Allegiance, led by Vice Chairwoman Cupinski, was said by all in attendance.

ROLL CALL – PRESENT: Carmen Ambrosino, Peter Biscontini, Donna Cupinski, Neal DeAngelo (via telephone) John Pickering, Eugene Rafalli (via telephone), Michelle Reilly, John Ruckno, Tony Ryba (via telephone), Tom Woods, and Gary Zingaretti (via telephone). Also present were members of ASM Global Administration - General Manager Will Beekman, Assistant General Manager/Director of Finance Carrie Grantuskas, Director of Marketing Stephen Poremba, and Director of Operations Michael Wilczynski. Mary Jo Kishel of Rosenn Jenkins & Greenwald joined via telephone and Jerry Lynott from the Times Leader and Eric Mark from the Citizens' Voice were in attendance.

Vice Chairwoman Cupinski welcomed everyone to the meeting.

CORRESPONDENCE:

There was no correspondence for this meeting.

PUBLIC COMMENTS:

There were no public comments for this meeting.

APPROVAL OF THE MINUTES:

Vice Chairwoman Cupinski asked for a motion to approve the minutes of the March 10, 2021 Regular Meeting as drafted.

A motion was made by Gene Rafalli and seconded by John Pickering to approve the minutes of the March 10, 2021 Regular Meeting as drafted.

ON THE QUESTION: All those in favor of approving the meeting minutes signified by saying "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

PAYMENT OF BILLS:

Vice Chairwoman Cupinski asked for a motion to approve payment of the bills totaling \$ 237,784.20, copies of which are attached to the Agenda.

A motion was made by Tom Woods and seconded by Peter Biscontini to approve the payment of the bills totaling \$237,784.20.

ON THE QUESTION: All those in favor of the motion to accept the payment of bills signified by saying “AYE”. **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

No Executive Session was held at this time.

GENERAL MANAGER’S REPORT:

Will Beekman reported the following:

I just want to update everyone on our current allowable capacity. We currently sit at 25%, which equates to 2,500 people allowed in our venue. We are hoping to see that number jump up again soon as people continue to get vaccinated.

Since our last meeting, the Penguins have started welcoming fans into the building for hockey games, and they have been either reaching, or coming close to reaching, the allowable capacity for each game, which tells me that, for the most part, people are excited to be get out of the house.

Our staff worked really hard to get our building ready for a safe return to live audiences, and we are confident that we are hosting these events in a safe manner. We have had a few fans who decided not to follow the mask mandate, and we dealt with them accordingly, but for the most part, the fans have been great and have helped make our jobs a little easier.

The Penguins have 6 games left in their regular season. Their final game is currently slated for Saturday, May 8. The AHL is still mulling over plans for a potential postseason, but we don’t yet know for sure if that will happen. Regardless, it appears the AHL does not want any hockey being played beyond May 31, so if there is some sort of preseason, it will be a brief one. I think the League’s main focus at this point is to get the teams ready for what will hopefully be a normal 2021-2022 Season beginning this fall.

Tom Woods asked about a hockey game being moved. Will clarified that the game that was originally scheduled for May 12, 2021 was moved to May 5, 2021. The last game will now be May 8, 2021.

As hockey wraps up, we will happily move into graduation season. After seeing all graduations go away in 2020, we are excited to be hosting 2021 commencements for several high schools and colleges, including King’s, University of Scranton, LCCC, Holy Redeemer, Holy Cross, Crestwood, and the Commonwealth Charter Academy.

We are also proud to announce that we will be hosting what I believe is the 86th annual National Prep Wrestling Open on Sunday, May 2nd and Monday, May 3rd. This national tournament will feature some of the best high school wrestlers from across the country, and of course some from right here in our backyard. We are also excited because this tournament should bring in people from out of town who will book hotels, eat at restaurants and help stimulate the local economy.

Looking forward, we continue to see a lot of action on our calendars for September—December, so hopefully we can get back to full capacities by that point. We still have an Alabama concert on our calendars for late July, so we will see if that show gets postponed again or if we can somehow get to a point where we can finally host that great show.

Basically, the overall live event picture remains somewhat foggy at this point, but it is slowly starting to clear up. For now, we keep our fingers crossed.

Will also mentioned that he has been in talks with Chairman Zingaretti and Mary Jo Kishel about some items in the building that are no longer of use to us, such as furniture, technical equipment, etc. With the help of each department we are gathering a list of those items and plan to host an “Arena Garage Sale”. We have some stuff that we need to get rid of and we are working with Mary Jo to make sure that it gets done the right way. We are trying to free up some storage space. They are items that are no longer of use to the venue.

Vice Chairwoman Cupinski thanked Will for his report.

COMMITTEE REPORTS:

CAPITAL IMPROVEMENTS & STRATEGIC PLANNING COMMITTEE:

Vice Chairwoman Cupinski stated that they met as a Committee with Sam (Scarantino) from Quad 3 in regard to the new lounge and the moving of the team store. He had drawings and spoke about how everything was going to work. The Committee authorized Vice Chairwoman Cupinski to meet with Will and Jeff Barrett and his crew so we took them on a little tour of the area that we are looking at. They are very happy with what the plan is so far. As always there are logistics to work out. They talked to Sam and he is going back and tweaking the drawings. The goal is to get that opened before next year’s hockey season. Hopefully when Sam gets back to us with the drawings that we will be at the RFP stage. Vice Chairwoman Cupinski was very pleased with the meeting and the way that everything worked out.

Vice Chairwoman Cupinski asked if there were any questions and there were none.

FINANCE COMMITTEE:

Tony Ryba did not have anything to report, but asked Chairman Zingaretti if he wanted to talk about the grant. Chairman Zingaretti stated that we had talked about pursuing federal grants should they become available. We have identified the Shuttered Venue Operators Grant (“SVOG”) in which \$16 billion has been made available to shuttered venues that had to close because of COVID. There are a lot of steps that we need to take. We had Mary Jo Kishel prepare a resolution to officially authorize officers of the Authority to proceed with applying for the money under the SVOG Program.

Chairman Zingaretti asked for a motion to approve the Resolution to proceed with applying for the grant.

Tony Ryba made a motion to approve the Resolution to proceed with applying for the grant. The

motion was seconded by Michelle Reilly.

Vice Chairwoman Cupinski asked if there were any questions or discussion and there were none.

ON THE QUESTION: All those in favor of the motion to proceed with applying for the grant signified by saying “AYE”. **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

LAND DEVELOPMENT COMMITTEE:

Michelle Reilly reported that the latest update is that Mark Van Loon has received and reviewed Attorney Angelo Terrana’s proposed changes and that they would be working with Will and Carrie on that. Michelle has not seen it yet. Carrie stated that she has been helping Chairman Zingaretti gather information. We should have more information for the next meeting. A lot of it has been just clarification.

POLICIES AND PROCEDURES COMMITTEE:

Carmen Ambrosino had nothing new to report.

SUITES COMMITTEE:

Tom Woods reported that there is good news. Steve Poremba had contacted him during the week and explained a few things. He arranged a meeting before coming here. There are many changes on Suite Level. There is no more furniture; everything that is going on is guided by the pandemic. There is social distancing in the Suites. Suites are available and there is a limited menu and no cash is involved, only credit cards. It is going to be a very slow opening. Tom stated that Steve has done a remarkable job.

Steve Poremba stated that they successfully opened Suite Level this past Saturday for the Penguin’s hockey game with 6 Suites in use. We are pushing our Suites primarily to our current lease holders so that they can use the tickets that they lost out on last year. Otherwise, we are opening up a modified rental program. Capacity for the Suites has been cut in half. A Suite that would normally hold 16 will now hold 8. The Party Suite will hold 16. Based on conversations with other ASM venues, they are also operating at about 50% of their normal occupancy. There are various projects that have gone on over the past few months. The old seats that were on the exterior were removed and were replaced with new padded seats, very similar to the club seats. The bar stools have all been replaced with vinyl covering. All of the tables and chairs in the lobby, which were to encourage congregation points, were removed. We also cut down on the catering menu and all items have to be ordered 48 hours in advance. There is no event day ordering; those wishing to purchase food may do so on the Concourse and take their food up to Suite Level. The menu also features individually wrapped portions which has never been done before. We are moving forward with rentals for hockey and the national wrestling tournament, and also for graduations as we move into May.

RIGHT TO KNOW REQUESTS:

There were no new Right to Know requests.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Chairman Zingaretti stated that attached to your email invite was a conflict waiver letter from Rosenn Jenkins & Greenwald relative to the RACP Grant administration. Back in February we went through one during the Executive Session when one law firm is representing both parties in a proceeding. Rosenn Jenkins & Greenwald represents both the Authority and The Greater Wilkes-Barre Industrial Fund, Inc., the entity that the RACP Grant was submitted through. They can only represent one party in any type of proceeding. Rosenn Jenkins & Greenwald has prepared a waiver letter for us that they will represent the Authority here and advising the Industrial Fund that they need to obtain separate counsel as it relates to this proceeding. Each party will have to sign the waiver. Even though we will retain our present counsel, we will need a motion to sign this waiver on behalf of the Authority. Mary Jo Kishel offered further clarification that although Rosenn Jenkins & Greenwald will not be representing The Greater Wilkes-Barre Industrial Fund, Inc. with regards to its position to the RACP Grant process, they will continue to represent the Fund in regard to other matters. This is just an acknowledgment by the Authority that Rosenn Jenkins & Greenwald does represent the Fund in other matters and we will be asking the Fund to sign the same conflict letter whereby they acknowledge that we will only be representing the Authority in the RACP Grant matter.

Vice Chairwoman Cupinski asked for a motion to authorize Chairman Zingaretti to sign this agreement and adopt it.

A motion was made by Carmen Ambrosino and seconded by Peter Biscontini to authorize Chairman Zingaretti to sign this agreement and adopt it.

Vice Chairwoman Cupinski asked if there were any questions or discussion and there were none.

ON THE QUESTION: "AYE". OPPOSED: No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

Chairman Zingaretti mentioned that he went back to the minutes in regard to another waiver letter and he could not find approval in the minutes to authorize the Chair to sign the waiver letter from the last go round from the February Executive Session. Just to get that authorization from the Board it probably would be appropriate to ask for a motion now to define the other waiver that we had discussed in Executive Session.

Vice Chairwoman Cupinski asked for a motion to have Chairman Zingaretti sign and adopt that waiver as well.

Tom Woods made the motion to authorize Chairman Zingaretti to sign and adopt the waiver from February. Michelle Reilly seconded the motion.

Vice Chairwoman Cupinski asked if there were any questions or discussion and there were none.

ON THE QUESTION: "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

GOOD OF THE ORDER:

Tom Woods wished good luck to Vice Chairwoman Donna Cupinski who is running for Dallas School Board Director and stated that Michelle Reilly recently appeared on an episode of PA Live. Vice Chairwoman Cupinski stated that Tony Ryba is running for the Hazleton School Board.

Vice Chairwoman Cupinski stated that she noticed some new email addresses and asked if the list could be updated.

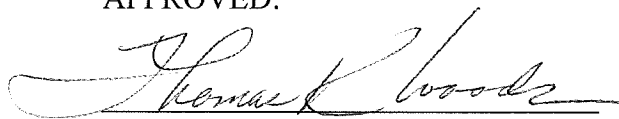
ADJOURNMENT:

Vice Chairwoman Cupinski called for a motion to adjourn the meeting. The motion was made by Tom Woods and seconded by Michelle Reilly.

ON THE QUESTION: All those in favor of the motion signified by saying "AYE". **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. The motion carries.

Vice Chairwoman thanked everyone for attending.

APPROVED:

A handwritten signature in cursive script that reads "Thomas Woods". The signature is written in black ink and is positioned above the printed name.

Mr. Tom Woods, Secretary