

LUZERNE COUNTY CONVENTION CENTER AUTHORITY MEETING

MAY 13, 2020

The Regular Meeting of the Board of Directors of the Luzerne County Convention Center Authority was called to order at 12:35PM by Chairman Gary Zingaretti on May 13, 2020.

ROLL CALL – PRESENT: Carmen Ambrosino, Peter Biscontini, Donna Cupinski, Neal DeAngelo, John Pickering, Michelle Reilly, John Ruckno, Anthony Ryba, Tom Woods, Gary Zingaretti. **ABSENT:** Eugene Rafalli was absent. Also present were members of ASM Global Administration - General Manager Will Beekman, Assistant General Manager/Director of Finance Carrie Grantuskas, Director of Operations Michael Wilczynski, Director of Marketing Stephen Poremba, and Director of Food and Beverage Chuck Kovach. Attorney Mary Jo Kishel of Rosenn Jenkins and Greenwald was also in attendance.

CORRESPONDENCE:

Chairman Zingaretti stated that he believes that Vice Chairwoman Donna Cupinski has correspondence, but she was not able to connect to the meeting at this time. *[Note: Donna Cupinski was able to subsequently join the meeting and shared the correspondence in the Capital Improvements and Strategic Planning Committee update]*

PUBLIC COMMENTS:

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

APPROVAL OF THE MINUTES:

Chairman Zingaretti stated that there were two sets of minutes to be approved. The first set is from the March 11, 2020 Regular Meeting. Chairman Zingaretti asked for a motion to approve the board minutes as drafted. A motion was made by John Ruckno and seconded by Tom Woods to approve the minutes of the March 11, 2020 Regular Meeting. **ON THE QUESTION:** All those in favor of the motion to accept the minutes signify by saying "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained. The motion carries. Chairman Zingaretti asked that board members identify themselves when making a motion, seconding a motion, opposing a motion, or abstaining from voting on a motion so that it can be reflected accurately in the minutes. Chairman Zingaretti also asked for a motion to approve the minutes of the April 17, 2020 Special Meeting as drafted. John Ruckno made the motion to accept the minutes of the April 17, 2020 Special Meeting and it was seconded by Carmen Ambrosino. **ON**

THE QUESTION: All those in favor of the motion to accept the minutes signify by saying “AYE”. **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. The motion carries.

PAYMENT OF BILLS:

Chairman Zingaretti stated that everyone should have a copy of the invoices being paid and asked for a motion to approve the payment of the bills totaling \$ 31,891.51. Motion was made by Tony Ryba and seconded by Tom Woods to accept the payment of bills. Chairman Zingaretti asked if there were any questions on the expenditures. **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.

GENERAL MANAGER’S REPORT:

ASM Global General Manager, Will Beekman, shared the following information:

“When I delivered my report back at the March 2020 board meeting, only two months ago, I was talking proudly about a great lineup that we were putting together. We had just announced and gone on sale with WWE’s Monday Night Raw and Bob Dylan. And we had some other great events that had been confirmed but not yet announced publicly.

In the two months that have transpired since, obviously a lot has changed. Quite honestly, nearly everything has changed. This situation is affecting every person and every business in serious ways, and the entertainment industry is no different. In fact, you can argue that our industry is among the hardest hit. Venues like ours were among the first to close, and they will most likely be among the last to reopen.

So, at the risk of sounding cliché, we are just taking it one day at a time. Over the past two months we have had thirty-two events either cancel or postpone, including the final seven regular season hockey games for the Wilkes-Barre Scranton Penguins. Our first postponement was an Aaron Lewis concert back on March 13, 2020 and we’ve had an event scheduled as far out as November 2020 that has been forced to cancel.

Technically, our next scheduled event is Tim McGraw on July 12, 2020. And while I don’t have any specific information yet from the promoter or agent, if I asked all of you if you feel that we will be ready to allow 8000 people in the same room by July 12, I think that everyone would agree that it is highly unlikely. So we will keep an eye on that.

We still have other events on our calendar for August and October 2020. We have had several graduations that were planned for May and June 2020 that have postponed and are now looking for potential dates in August, September, or October in hopes of finding a safer time for their seniors to enjoy their graduation experience. But, quite honestly, nobody really knows right now.

I can tell you that we've seen the conversations within the industry shift a little bit over the past week or two. People are now talking more about the proper way to reopen and the proper way to ensure safety and cleanliness when we do. Agents are throwing all kinds of ideas out there, including the possibility of doing drive-in concerts in venue parking lots. Other agents are talking with artists about the possibility of playing multiple performances in one day so that venues can use seating configurations that provide a safe social distance between patrons.

But the truth is, nobody knows what tomorrow is going to bring, so we are just doing our best to stay on our toes, be creative, and remain both positive and prepared."

Tom Woods asked if anyone had heard anything about what is happening in our parking lot – how long they are going to be here, it is indefinite. Chairman Zingaretti responded that we are locked into the testing, unless they decide to leave early, until the end of May with an option to renew at one-month extensions if needed. We did get some information from the state: They have tested nearly 1,700 people, about 80 per day. The largest one-day testing total was on April 28, 2020 with a total of 149 being tested. Testing is capped at 200 per day. They have not met the cap yet. Dr. Levine has gone on record saying that she views this as successful but wished that more people would take advantage of the testing.

COMMITTEE REPORTS:

CAPITAL IMPROVEMENTS & STRATEGIC PLANNING COMMITTEE:

Vice Chairwoman Donna Cupinski received a letter from Robert Elgart from Turnkey Technologies stating that he hoped this greets you safe and in good spirits. He was pleased to tell us that they have completed the project at Mohegan Sun and the network that they promised is up and running. From their first call to completion this is every exciting. No decision like this is easy and they could not have imagined that when the contract was awarded "what the heck would happen in our world". They are praying for better days, filled seats, and life renewed. He is always here and ready to help in any way called upon and stated that he could not thank us enough for our faith, hope, and confidence in TTI. This is official notice that the Wi-Fi project has been completed and has been inspected by Wilkes-Barre Township. The only thing that we are waiting on is some events so we can test it out. That is part of the contract that they will be here when there is an event to make sure that everything runs as it is supposed to. Obviously, we have to wait for that. Additional good news is that we have two change orders that were accepted by the Committee. They are credits so that is a good thing. Change number one was for some fiber that was not run on the concourse level and the amount, to our benefit is \$6,000.00. Change number two was for some enclosures for access points that were not needed, so the enclosures were returned and that, to our benefit, was in the amount of \$6,076.00. It puts us under budget for the project and we are happy to report that. We are also going to be filing for

the reimbursement of our grant money from the Redevelopment Authority now that the project is finished.

All other projects are on hold now because there is no activity. We are looking at some things in the parking lot – potholes and such but everything is on hold until we get rolling again.

FINANCE COMMITTEE:

Tony Ryba stated that the committee has not met and will defer to Carrie Grantuskas if she has any business that we need to take care of. Carrie has a Capital Request. Back in September/October 2019 we received permission, not to exceed \$7,000.00, to purchase hardware to install flags in our parking lot. At the time we were working with a potential sponsor but since it was close to winter they held off on ordering. Now as summer is almost here the sponsor is interested in doing double flags on the poles that we had identified we will need to increase the investment to not to exceed \$14,000.00 to purchase the hardware. Chairman Zingaretti asked for any questions or discussions on the request and then requested a motion. The motion was made by Donna Cupinski and seconded by Tony Ryba. Chairman Zingaretti asked if there were any questions or discussions on this. **ON THE QUESTION:** All those in favor of the motion signify by saying “AYE”. **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. Motion carries.

LAND DEVELOPMENT COMMITTEE:

Michelle Reilly stated that she had nothing to report at this time. She will defer to Michael Wilczynski (Wolfie) or Mary Jo Kishel if there is anything that she is not aware of. Chairman Zingaretti mentioned that we are working with PPL and UGI to figure out the best way to get infrastructure over to that development and those discussions have been handed off to Mark Van Loon at RJG. Mary Jo Kishel confirmed that that is correct and stated that nothing has been finalized yet. Michelle Reilly told Mary Jo that Kishel if she wanted to structure a meeting with the Land Development Committee that she would be happy to go forward with that.

POLICIES AND PROCEDURES COMMITTEE:

Carmen Ambrosino reported that all is quiet at this time.

SUITES:

Tom Woods reported that nothing is going on.

RIGHT TO KNOW REQUESTS:

Peter Biscontini reported that we have not received any requests.

OLD BUSINESS:

Chairman Zingaretti stated that there is no other old business that needs to be discussed.

NEW BUSINESS:

Chairman Zingaretti stated that Vice Chairwoman Donna Cupinski told us that the Wi-Fi project has been completed and was inspected by the township.

All of the equipment has been installed and is operating for the limited number of people that are working in the offices on any given day. It also works on the area just outside the gates so guests will be able to get on the wi-fi before they get in the building. Of course, we have not been able to test the installation at an event where thousands of people may be trying to use the system at the same time. Part of the contract that the board previously approved with TTI is that they are required to be on site for three events for fine tuning of the system and they are also providing 24/7 support through February of 2021. Our final payment on the project is not due until the three on-site events are completed. The system is in place, but we have no idea when those events are going to happen. TTI requested payment but obviously they cannot do the final testing until we are allowed to gather for live events. Concern from the Construction Committee is that if we make a payment in full as they had initially requested, we can expose the Authority to any additional risks if there are issues with the wi-fi system. We spoke to TTI and came up with a solution that we are proposing to the Board to retain \$25,000.00 of the total amount due. The total amount due is just in excess of \$140,000.00 and by agreeing to pay the difference, TTI agreed to extend their 24/7 support from the end of February 2021 to the end of August 2021 so we pick up another 6 months of support. This was presented to the Capital Committee who in turn, with the advice of counsel, who recommended accepting this as a reasonable compromise. Chairman Zingaretti asked for a motion to approve the change in payment terms and authorize the payment of \$115,158.40 to TTI. Tony Ryba made the motion to approve the payment and Michelle Reilly seconded the motion. Chairman Zingaretti asked if there were any questions on the request. **ON THE QUESTION:** All those in favor of the motion signify by saying "AYE". **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. Motion carries.

Similarly, our agreement with Synergistics requires our payment upon completion of the project.

For the same reasons of testing of the system, we have been asked to pay a portion of that prior to the actual testing is completed. We have proposed to withhold 10% of the total contract amount. Chairman Zingaretti asked for a motion and a second to approve a change in terms to pay \$5,394.00 to Synergistics while retaining \$1,348.50. Tom Woods made the motion and it

was seconded by John Ruckno. Chairman Zingaretti asked if there were any questions or discussions on this. **ON THE QUESTION:** All those in favor of the motion signify by saying "AYE". **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. Motion carries.

GOOD OF THE ORDER:

Vice Chairwoman Donna Cupinski mentioned that we have a brand- new website that has been redesigned and Steve Poremba worked on it; www.mohegansunarenapa.com.

Tom Woods stated that, due to today's technical difficulties, that he would like to set up a time 5 minutes prior to the meeting. Will Beeman responded that we can certainly do that and get in touch with our IT people to find out what the issue was. He also stated that we had tested the process several times with no issues. Once it went live, there were some issues. We are certainly going to look at it from an IT standpoint and we can set it for 5 or 10 minutes prior to the meeting to work out some kinks. Tom Woods thanked Will for what he is doing.

Tom Woods stated that the Zoning Board in Wilkes-Barre Township held a meeting at their fire hall. Everyone wore a mask and were separated by social distancing. He also said that it was nice to be among the crowd and he would like to see us all together. He said that he did not know how they were going to do it but he would like to see it happen real soon.

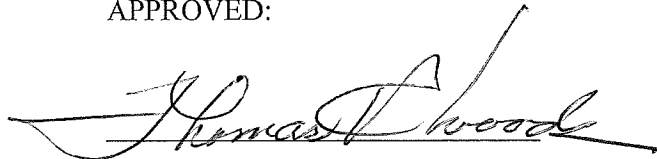
EXECUTIVE SESSION:

Chairman Zingaretti stated that there is no need for an Executive Session this month.

ADJOURNMENT:

Chairman Zingaretti 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 signify by saying "AYE". **OPPOSED:** No one opposed. **ABSTAIN:** No one abstained. The motion carries.

APPROVED:

A handwritten signature in black ink that reads "Thomas D. Wood". The signature is written in a cursive style with a long horizontal line extending to the right.

Mr. Tom Woods, Secretary