



Five Flags Civic Center Advisory Commission Meeting

Monday March 27, 2017

Approved by Commission 5/22/17

COMMISSIONERS PRESENT:

COMMISSIONERS ABSENT:

STAFF PRESENT: HR Cook, Don Howes, Shaun Rice, Ali Levasseur, Kelly Spreitzer

OTHERS PRESENT: Marie Ware

**MINUTES
APPROVED;
VOTE:** Commissioner Parks motioned and Commissioner Bakke seconded, to approve the minutes of the February 6, 2017 meeting. The motion passed unanimously.

NEW BUSINESS: Event Manager, Ali Levasseur, shared that Five Flags Center received the 2017 365 Impact Award Best New Thing for Wags at the Flags event.

Commissioner Bakke complimented 365 for the cover story featuring Five Flags March events. He also complimented the “behind the scenes” article in the Telegraph Herald. Both of these publications are helping to keep Five Flags in top of mind awareness before the study begins.

OLD BUSINESS: Marie Ware reported the city council approved CSL to conduct the feasibility study and the contract with them will be finalized soon. CSL will begin reaching out to commissioners and this is the time to give your information and input for the study.

Ware also reported that the Theater tuck-pointing project is moving forward. Five Flags Staff reported the companies had been here to look at the building many times and will begin work in May 2017.

General Manager, HR Cook, discussed that the City Council approved the FY18 budget for Five Flags Center.

**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.

**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:** Ali Levasseur reported she had attended the City of Dubuque's Advancing Equity through an intercultural approach training and would bring ideas back to the building.

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:

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

NEXT MEETING: *Next bi-monthly meeting held in the General Manager's Office on Monday May 22, 2017 at 3:30PM. Five Flags staff will place an email "Thursday before" to remind commissioners of the meeting.*