

**MINUTES OF THE METROPOLITAN ENTERTAINMENT & CONVENTION
AUTHORITY BOARD OF DIRECTORS MEETING – APRIL 13, 2020**

A meeting of the Board of Directors of the Metropolitan Entertainment & Convention Authority (“MECA”), a Nebraska nonprofit corporation, was called to order by Chairwoman Diane Duren at 9:17 a.m. on April 13, 2020, in the MECA Board Room at CHI Health Center Omaha, 455 N. 10th Street, Omaha, Nebraska.

Roll Call:

Present: Chairwoman Diane Duren. Participating via teleconference were Ms. Susie Buffett, Mr. Tom Kelley, and Mr. Jay Noddle.

As a reminder, both the City and State have waived applicability of the ‘public meeting’ requirements that would otherwise apply, and therefore the three Board members who were attending the meeting by telephone were eligible to participate.

Proof of Publication:

Notice of the meeting was published in *The Daily Record* on April 6, 2020, and in the *Omaha World-Herald* on April 6, 2020.

A copy of the Open Meetings Law was posted on the table near the side entrance to the MECA Board Room.

Approval of Minutes:

Mr. Noddle moved for approval of the minutes of the March 17, 2020, MECA Board Meeting, seconded by Mr. Kelley.

Motion carried: 4-0.

President/CEO Report:

Mr. Roger Dixon stated that MECA has been busy working to reschedule events in the last couple weeks since the first restrictions were put in place due to the novel coronavirus (COVID-19) health crisis. New dates have just been announced for the U.S. Olympic Swim Trials, and Mr. Dixon was happy to report the event would once again be back in Omaha on June 13 – 20, 2021. The new dates were a hurdle for MECA as a significant conference needed to be rescheduled. Hotel availability was also a consideration. The Omaha Visitor’s and Convention Bureau, specifically Keith Backsen and Cathy Keller, were instrumental in ultimately securing the needed room nights for the trials.

Due to safety concerns, the Omaha Marriott Downtown at the Capitol District has temporarily closed with key employees working from home. The Hilton Omaha is still operating but has drastically reduced staff.

Chairwoman Duren inquired about the dates for the National Collegiate Athletic Association (NCAA) Men's College World Series (CWS) in 2021. Mr. Dixon responded that next year's dates are June 18 – 30. Hotel availability is expected to be limited due to the overlap of the swim trials.

Other Business:

Convention Center Sales & Marketing Update

Ms. Denise Niebrugge stated that there are currently 102 events on the books, utilizing 184 event days for the fiscal year 2019-2020. Since the March 17, 2020 Board meeting, 24 events and over 13,000 hotel room nights have been added for the next five years. Two of these are new city-wide events coming to Omaha. In addition, 25 license agreements have been signed.

Meeting planners are working towards the future as most of the annual business is moving towards the fall. Ms. Niebrugge is collaborating with J&S Audio/Visual for virtual meeting options to offer meeting planners for international travelers.

Corporate Sales & Marketing Update

Mr. Tom O'Gorman reported that work continues to process CWS refunds. MECA has reached out to 557 accounts, with 367 replies. Of those, there are 207 asking for refunds and 160 requesting rollovers to 2021. Mr. O'Gorman is pleased with the amount of rollover, especially considering it's a renewal year. Refunds are being completed for NCAA suites and Club seats as well.

The first half of scheduling the Men's Creighton University basketball season is finished. The Big East is expected to finalize dates for the second half soon.

Nearly every show that rescheduled this year has taken new dates in 2021. Harlem Globetrotters have not confirmed yet, although there are dates available for their event, but they may still be a bit early. Success will depend on fan confidence.

Operations and Technology Update

Mr. Kevin Raymond reported that MECA, along with its partner, Midwest Maintenance, have completed sanitizing efforts of CHI Health Center Omaha (CHIHCO).

This time is being treated as a typical July or August slow period, with anticipation of events returning to campus towards the end of the summer. Operations are doing maintenance, painting, extracting chairs, and looking to see if there are other things in need of repair or attention. Annual maintenance and inspection projects have been moved up on the calendar. The fire system, operable air walls and security camera systems maintenance have all been completed.

The security bollards project is well underway as concrete has been removed and bollards are being put in place. Weather permitting this project will be completed the first of May.

Levy Food & Beverage Update

Ms. Chris VanDorn stated that Levy donated just over 2,300 pounds of food and beverage to Saving Grace Food Rescue who delivered it to people in need over the past several weeks. This included all inhouse products that could not be used or returned.

Ms. VanDorn recognized the hard work of the Levy team whose focus has primarily been on consolidating product and organizing it for return to vendors. Those efforts contributed to Levy securing just over \$100,000 on product that likely that would have gone out of date.

Levy continues to work on several projects both location specific and Levy global to ensure success after the health crisis subsides. The two system conversions scheduled for this year include the suites, and the entire accounts payable and inventory management system. Behind the scenes work has begun to build the data base and load the information in preparation for the installation of each.

Ms. VanDorn continues to work with Operations to make certain all the necessary repairs and projects for the Levy areas in the building are completed.

Public Relations Update

Ms. Kristyna Engdahl reported primary focus since the start of the health crisis last month remains on providing customer assistance. MECA continues to receive questions, and responds to them as quickly as possible, concerning tickets as shows cancel, postpone and reschedule. These are uncertain times, but CHIHCO is among hundreds of venues throughout the world working to reschedule hundreds of shows. MECA's publicly posted message is that once the process of securing new show dates is complete, then the refund process can begin.

Coordination is ongoing with entities such as the Chamber of Commerce, Visit Omaha, The City of Omaha and Omaha Sports Commission to develop communication standards that demonstrate that these changes are temporary and that within the next few weeks to months the City will return to business as usual.

Last week, MECA, The Omaha Sports Commission and Visit Omaha jointly addressed the media to announce the rescheduling of the U.S. Olympic Swim Trials, which certainly showed optics of unity in re-securing this important event for Omaha.

MECA is focusing on crisis communication; however, social media is also being utilized to keep the community looking forward, despite a lack of current events. MECA is constantly looking for ways to consistently engage the audience and grow the sites' following. TD Ameritrade Park Omaha's Twitter account alone has an increased following despite the cancelation of this year's CWS. So, while MECA continues to quickly and efficiently inform the community about changes in event statuses, balance is being achieved by reminding people that CHIHCO and TDAPO will be here when things get back to normal.

Committee Updates:

Internal Governance Committee

Mr. Tom Kelley reported that the Internal Governance Committee met via teleconference on Thursday, April 9, 2020, at MECA's offices. In attendance were Chairwoman Duren, Mr. Bob Freeman, Mr. Kelley, Ms. Diane Mills, Mr. Dixon and Mr. Stephen Curtis, City of Omaha Finance Director.

The Committee reviewed the February 2020 Financial Statements. After overviews from and discussions with Ms. Mills, the Committee found the report to be reasonable compared to plan and prior periods, and consistent with standard MECA accounting practices. Mr. Kelley noted that future performance is expected to be grim.

Discussions are ongoing with the NCAA and the City regarding accounting for the 2020 CWS.

Lastly, Mr. Kelley thanked management and the former Board of Directors for foresight on keeping a solid reserve account to draw upon during uncertain economic times.

Real Estate Committee

Mr. Jay Noddle reported that activity and advancement continue with the City Public Works Department regarding roadway modifications to the downtown area.

Contract Approvals:

Chairwoman Duren indicated there are no contracts requiring Board approval.

Election of Officers:

Mr. Freeman summarized the proposed slate of officers:

WHEREAS, the following slate of officers is proposed to serve for the designated terms.

NOW THEREFORE BE IT RESOLVED, that the following are elected as officers of MECA for the indicated terms and until their successors are duly-elected and qualified:

Chairwoman:	Diane Duren - 2 years	(May 1, 2020-April 30, 2022)
President/CEO:	Roger Dixon – 1 year	(May 1, 2020-April 30, 2021)
Vice Chair:	Jay Noddle - 1 year	(May 1, 2020-April 30, 2021)
Treasurer:	Tom Kelley - 1 year	(May 1, 2020-April 30, 2021)
Secretary:	Susie Buffett - 1 year	(May 1, 2020-April 30, 2021)
Assistant-Secretary:	Bob Freeman – 1 year	(May 1, 2020-April 30, 2021)

Moved by Mr. Noddle, seconded by Mr. Kelley.

Motion carried: 4-0

Next Board Meeting

The next MECA Board of Directors Meeting is scheduled for Thursday, May 13, 2020, at 1:15 p.m. in the MECA Board Room.

Executive Session

Chairwoman Duren stated the time is 9:35 a.m. and invited a Motion to enter into closed Executive Session for purposes of discussing personnel, real estate and potential claims matters.

A Motion to go into Executive Session for these specified purposes was made by Mr. Noddle, seconded by Ms. Buffett.

Motion carried: 4-0.

Adjournment

At 9:57 a.m. a motion was made to come out of Executive Session, and to adjourn, made by Mr. Noddle seconded by Ms. Buffett.

Motion carried: 4-0

Adjournment 9:57 a.m.