6/1

MINUTES OF THE
GREATER WHEELING SPORTS & ENTERTAINMENT AUTHORITY
February 28, 2023

Members Present: Mayor Glenn Elliott (Chair), Robert Herron, Karen Stakem, John Culler, Kevin Duffin, Ned George, Rich Lucas, Dave Palmer, David Croft

Members Absent: Rocky Fitzsimmons (Excused)

Others Present: Nancy Hughes (Arena/Theatre), Kelly Tucker (Arena/Theatre)

Media: None
With a quorum present Mr. Elliott, called the meeting to order at 12:28 pm.

On a motion by Mr. Culler and seconded by Mr. Duffin, minutes of the January 31, 2023, meeting were passed unanimously.

FINANCIAL REPORT
Revenues, Expenses Report – Mrs. Hughes

WesBanco Arena / Capitol Theatre

Total Income for the month of January	$183,100.09
Total Operating Expenses for the month of January	$248,292.59
Net Operating Income Loss for the month of January	($65,192.50)
Total Other Income for the month of January	$26,218.68
NET Income for the month of January	($38,974.00)

- The fiscal year to date NET Operating Loss ($400,778.41)
- Cash in the Operating account as of 01/31/23 $448,181.22

Mrs. Hughes included in her presentation a few nontraditional reports including an ARPA activity summary and a fiscal year to date report of Revenue generated by events at the Arena and Theatre. As of January 31, 2023, Nailers Wizards and Wands night is the top revenue producing event with $33,894.21 (after reimbursed expenses were subtracted). The SVOG interest was calculated, and we paid $962.27 back in interest.

Motion to accept the Financial Report– Mrs. Stakem
Second – Mr. Lucas
Motion passed unanimously

OPERATIONS REPORT

Ms. Tucker reported on the following information:

- TBT official announcement today with press conference
- MEC Basketball Tournament will begin on Wednesday
- Busy week at the Capitol Theatre as well with Broadway, Linsly Extravaganza, and a sold-out Aaron Lewis Concert on Saturday
    - Opening the Capitol Theatre Ballroom prior to the Aaron Lewis show with live music from 5-7:30pm
- Sesame Street that was scheduled for March has been cancelled in all markets due to low ticket sales
- March will be a busy month at both venues with Globetrotters, PBR, Nailers, Symphony and He's Alive
- Continuing to work on putting shows together for the summer months when we are typically shut down
    - Bored Teacher 6/8, Straight No Chaser 6/29, and just confirmed Larry the Cable Guy for July
- Last week with started with our new payroll provider, Assured Business Services, and getting acclimated to the new punching in and out system
- Working on a new policy and procedures handbook for all fulltime and part time staff as it has not been updated since 2012
    - Ms. Tucker has met individually with each full-time staff member to discuss goals, roles, and responsibilities
- Ms. Tucker met with IT rep from the city, Michael Lloyd regarding fiber install and working together to obtain the best quote

Motion to accept the Operations Report – Mr. Duffin
Second – Mr. Palmer
Motion passed unanimously.

COMMITTEE REPORTS

None

NEW BUSINESS

None

Motion to go into Executive Session by Mr. Culler. Seconded by Mr. Croft. With no further business, Mr. Palmer moved the meeting into Executive Session at 12:42 pm. The Board returned to regular session at 12:55 pm.
With no further business Mr. Elliott adjourned the meeting at 12:56 pm.
The next regularly scheduled meeting of the Board will be March 28, at 12:00 noon.

Respectfully submitted,

Glenn Elliott, Chairman

David Croft, Secretary