

**Minutes of the Meeting of the
BOARD OF DIRECTORS of the
DETROIT REGIONAL CONVENTION FACILITY AUTHORITY
Cobo Conference & Exhibition Center**

December 11, 2014

A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on December 11, 2014, pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

I. **ROLL CALL.** The regular meeting was called to order by Chairman L. Alexander at 8:39 a.m.

PRESENT: Director J. Abdoo, Director L. Alexander, Director M. Carroll,
Director W. Guillebeaux, and Director J. Okotie-Eboh

ABSENT: None.

ALSO PRESENT: P. Bero, T. Connors of SMG, T. Tuskey, G. Brown, E. Duff,
Esq. of Garan Lucow Miller, P.C., and M. Powers of DMCVB

II. **APPROVAL OF MINUTES.** A motion to approve the Minutes of the regular meeting of the Authority held November 13, 2014 by J. Abdoo.

UNANIMOUSLY APPROVED

III. **CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included updates on the following:

a. Cobo Financial Reports as of October 31, 2014.

b. Motion to Approve Centerplate Capital Purchase for the Not to Exceed Amount of \$70,000 as presented in Leadership Brief by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

c. Motion to Approve Issuance of Food Service FF&E RFP as presented in Leadership Brief by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

d. Resolution to Approve O.C.I.P. General Liability & Workers' Compensation Insurance Coverage Extension by W. Guillebeaux.

UNANIMOUSLY APPROVED

- e. Electric Service Discussion

IV. ART SUB-COMMITTEE CHAIRMAN'S REPORT. Committee Chair J. Okotie-Eboh presented a summary of the pertinent items addressed in the Art Sub-Committee Meeting Agenda of November 19, 2014.

V. REPORT OF GENERAL MANAGER. Facility General Manager Thom Connors of SMG presented his report which included the following discussion and action items:

- a. Power Outage Response
- b. Events Review
- c. Motion to Approve HVAC Filter Purchases as presented in Leadership Brief by J. Abdoo.

UNANIMOUSLY APPROVED

- d. Motion to Approve Simplex Grinnell Fire Suppression & Testing Contract as presented in Leadership Brief by W. Guillebeaux.

UNANIMOUSLY APPROVED

- e. October 2014 Financials by S. Schuster
- f. SMG Employee Business Meeting Summary by S. Balutowicz
- g. Sales Update
- h. Industry Trends Review
- i. Cobo/DMCVB 2015 Marketing Summary
- j. Video Board Update

VI. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON CAPITAL IMPROVEMENTS & UPGRADES. Committee Chair W. Guillebeaux presented a summary of pertinent items addressed in the Sub-Committee Meeting Agenda dated December 8, 2014. The Committee Chair presented the following recommendations for Board action:

- A. Resolution 2014-12-11-01 to Execute Construction Contracts with Crawford Door & KVM for the Furnish & Install Provision of Overhead Coiling Doors & Security Grilles Associated with the Atwater Garage Storage Area and East Loading Dock Including Authorization for the Authority to Proceed with the Self-Perform Installation of the Door Openings & Framing by J. Abdoo.

UNANIMOUSLY APPROVED

- B. Resolution 2014-12-11-02 to Amend Construction Contract with Universal Sign, Inc. to Incorporate the Furnish & Install Provision of Two Additional Signs at the East & West Loading Docks by J. Abdo.

UNANIMOUSLY APPROVED

- C. Resolution 2014-12-11-03 to Amend Construction Contract with Midwest Steel, Inc. to Accelerate the Canopy Structural Steel Erection Schedule to Coordinate with the Concrete Paving Work at South Washington Blvd. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- D. Resolution 2014-12-11-04 to Amend Construction Contract with ICOMM Incorporating the Purchase of Exterior Speakers for the Animated Video Display at the North Washington Blvd Entrance & The Authority's Self-Perform Installation by M. Carroll.

UNANIMOUSLY APPROVED

VII. **UNFINISHED BUSINESS.** None.

VIII. **NEW BUSINESS.** Discussion of DRCFA Winter 2015 Meeting Dates:

Regular and Special Meetings of the DRCFA

January 29, 2015 (Thursday) at 8:30 a.m., Room TBA
February 12, 2015 (Thursday) at 8:30 a.m., Room TBA
February 26, 2015 (Thursday) at 8:30 a.m., Room TBA
March 12, 2015 (Thursday) at 8:30 a.m., Room TBA
March 26, 2015 (Thursday) at 8:30 a.m., Room TBA

Sub-Committee on Capital Improvements & Updates

January 26, 2015 (Monday) at 7:30 a.m. in Room 352
February 9, 2015 (Monday) at 7:30 a.m. in Room 352
February 23, 2015 (Monday) at 7:30 a.m. in Room 352
March 9, 2015 (Monday) at 7:30 a.m. in Room 352
March 23, 2015 (Monday) at 7:30 a.m. in Room 352

Art Sub-Committee

January 21, 2015 at 1:00 p.m. in Room 352
February 18, 2015 at 1:00 p.m. in Room 352
March 18, 2015 at 1:00 p.m. in Room 352

IX. **PUBLIC COMMENT.** None.

X. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:05 am. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: January 29, 2015

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