

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

August 2, 2012

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 August 2, 2012 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 8:33 a.m.

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

ABSENT: None.

ALSO PRESENT: P. Bero, T. Connors of SMG, G. Brown, E. Duff 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 July 19, 2012 by J. Abdoo.

UNANIMOUSLY APPROVED

III. CONSENT AGENDA ITEMS.

1. CEO memo
2. Third Quarter Financial Reports

Motion for approval of Consent Agenda Items by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

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

- a. Third Quarter Financial
- b. Preliminary Review for Audit
- c. Draft Budgets for 2013-2014
- d. General Liability Insurance to Renew September 11, 2012

V. DRCFA BALANCED SCORECARD REPORT FOR FY2012, THIRD QUARTER BY B. DAVENPORT.

VI. REPORT OF GENERAL MANAGER. Facility General Manager Thom Connors of SMG presented his report which included the following:

- Recent Events Update
- Review of June Financial Results by S. Schuster
- Operations Update
- Sales and Bookings Report by T. Albrecht
- Marketing Update
- Third Quarter Customer Service Survey Results

VII. REPORT OF CHAIRMAN OF DRCFA SUB-COMMITTEE CAPITAL IMPROVEMENTS AND UPDATES. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Owner's Representative Report dated July 31, 2012.

Committee Chair, W. Guillebeaux, presented the Sub-Committee recommendations for Board action on the following items:

A. Resolution Authorizing the Authority to Execute a Construction Contract with PowerPlus Engineering, Inc. for Electrical Testing Work Associated with the Washington Blvd. Parking Garage Restoration. Motion for approval of Resolution by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

B. Resolution Authorizing the Authority to Proceed with Selective Demolition of the Concrete Floor Slab and Column Encasement - Reinforcements in the Arena Atwater Street Garage. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

C. Resolution Authorizing the Authority to Execute a Construction Contract with Stafford Smith, Inc. for the Provision of Food Services Equipment. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

D. Resolution Authorizing the Authority to Execute a Construction Contract with D. C. Byers, Inc. for Stone Restoration Work. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

VIII. **NEW BUSINESS.** None.

IX. **UNFINISHED BUSINESS.** None.

X. **PUBLIC COMMENT.** None.

XI. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 10.34 a.m. by J. Abdo.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

Approved: August 30, 2012

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