

**Minutes of the Meeting of the
Board of Directors of the
Detroit Regional Convention Facility Authority**

March 11, 2010

2:30 p.m.

Cobo Conference & Exhibition Center

A Public Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 2:30 p.m. on March 11, 2010 pursuant to the requirements set forth in the Regional Convention Facility Authority Act (MCL 141.1351, et seq).

I. Roll Call

The meeting was called to order by Chairman, L. Alexander at 2:39 p.m.

Present: Director, J. Abdo, Director, L. Alexander, Director, M. Carroll,
Director W. Guillebeaux, and Director J. Okotie-Eboh

Absent: None

Also present: W. Watkins, T. McNulty, J. Dickens, T. Tuskey, M. Racine,
Racine & Associates, M. Powers, DMCVB; and
Various Members of the Public

II. Approval of Minutes

It was noted that the Minutes included a reference to a meeting scheduled for March 25, 2010, which should have been March 26, 2010, and which meeting was cancelled due to scheduling conflicts. The reference to the March 25/26, 2010 meeting should be stricken from the Minutes and from the posted Schedule of Meetings of the Board of Directors.

Upon Motion by J. Abdo, duly seconded by J. Okotie-Eboh, for approval of the Minutes of the regular meeting of the Authority held Thursday, February 25, 2010, with the correction noted.

UNANIMOUSLY APPROVED

III. Report of the Interim Chief Executive Officer

Interim Chief Executive Officer, Walter C. Watkins, Jr., presented his report to the Board. His report included information regarding all of the following matters:

- The RFP/Q Status Report will be updated and circulated;

- The Food Services Request for Proposals status, which resulted in three (3) proposals; interviews are in the scheduling process; Director J. Abdo graciously volunteered to be on the evaluation team for the Food Services Proposals; The final selection target date is April 1, 2010, with the Aramark contract expiring in mid May, 2010;
- Status of selection of Strategic Plan Facilitator based upon responses received; interviews will be scheduled in the near future;
- Status of ongoing meetings with the operating engineers union;
- Completion of the Recruitment and Staffing Services RFP Process; A summary and recommendations were provided to the Board for review and consideration. Discussion was held regarding the summary and recommendations, whereupon the following motion was made by M. Carroll, and duly seconded by J. Okotie-Eboh:

WHEREAS, pursuant to the Regional Convention Facility Authority Act, being Act 554 of Michigan Public Acts of 2008, as amended (the “Act”), the Board of Directors of the Detroit Regional Convention Facility Authority (the “Board”) authorized the issuance of a Request for Proposals for Recruitment and Staffing Service Providers (the “RFP”); and

WHEREAS, based upon RFP proposals received, staff review and recommendations, the Board now desires to establish a Preferred Supplier Listing of Recruitment & Staffing Service Providers.

NOW, THEREFORE BE IT RESOLVED:

That the following firms are hereby qualified and approved as the Preferred Supplier List of Recruitment & Staffing Service Providers, to be engaged on an as needed basis, at the rates and in the categories specified:

A. Executive Retained Search Suppliers – 25% Placement Fee

- Search Plus International Farmington Hills, MI
- TAC Worldwide – Advantage Group Dearborn, MI

B. Contingency (Direct Hire) Search Suppliers – Placement Fee Under 17%

- Dynamic Recruiters Auburn Hills, MI
- Gonzalez Group Madison Heights, MI
- Human Capital Staffing Bloomfield Hills, MI
- TTi, Inc. Rochester Hills, MI

C. Contract/Temporary Staffing Suppliers – Mark-Up Rate of 28%

- Gonzalez Group Madison Heights, MI
- Human Capital Staffing Bloomfield Hills, MI
- TAC Worldwide Dearborn, MI
- TTi, Inc. Rochester Hills, MI

UNANIMOUSLY APPROVED

- The status of selection of a Document Control Specialist, which position was already approved by the Board; a Position Description was provided and discussed;
- The latest events at Cobo Center, including, AutoRama, the Dog Show, the SAE 2010 World Conference, and the ASAE Conference to be held in 2015.

Chairman, L. Alexander announced that the American Society of Automotive Executives (“ASAE”) had selected Cobo Center for their annual conference in August, 2015. This is a conference that the Detroit Metropolitan Convention and Visitors Bureau has worked diligently to win because it will bring thousands of people to Detroit, including CEO’s and association leaders, and revenue of \$13-15 Million is expected to flow into Detroit due to all of the events that are generated by, and follow the conference. 2015 will be the first time that this conference will be held in Detroit.

IV. Report of the Interim Chief Financial Officer

Interim Chief Financial Officer, Thomas F. McNulty, presented his report to the Board. Mr. McNulty’s report included information regarding all of the following:

- Status of discussions and meetings with the City of Detroit General Retirement System with regard to establishing the process for Cobo employees to continue to participate in the City pension plan;
- The commencement of the budget process and review in order to be prepared for year end 9-30-10, including identification of changes to existing expenses, new staffing models and a focus on working toward a two year budgeting process; the process includes the ongoing evaluation of operating costs, subsidy potential, revenues, and additional sources of funds in order to address financial challenges that are projected in 2011 and thereafter;
- The status of Phase II Improvements, which include 13 renovation and improvement projects that part of the original plan concepts for Cobo Center;
- The status of the selection of a Strategic Plan Facilitator who will be able to utilize all of the information that has been accumulated through various reports and plans, including current market demands, industry trends, changes in demands over time, etc.; March 31 is the target selection date for the Facilitator;
- Cobo Center is currently under budget at this point and the operations team is working with the staff to instill this discipline and to seek to continue this trend; and
- The status of the bond offering and financing arrangements, including bank financing; the due diligence process associated with financing and the issues that arise when the subsidy decreases and then is eliminated in 2013; the initial tranche is still expected to be approximately \$57 Million with \$20 Million going to the City and the balance for Phase II Renovations; no formal financing commitments are in place at this point.

Chairman, L. Alexander noted that the Authority is required to operate with a balanced budget and that Mr. McNulty’s report points out the potential for the inability to do so in 2013.

V. Interim Owner's Representative's Report

Interim Owner's Representative, Gary Brown, was absent.

VI. Old Business

There was no Old Business to discuss.

VII. New Business

Chairman L. Alexander requested the operations team to report at the next regular meeting of the Board of Directors with respect to the staff's focus on the customer experience at Cobo Center as well as sales and marketing efforts to increase sales. L. Alexander proposed that the director of sales and marketing from the Detroit Metropolitan Convention and Visitors Bureau meet with staff to review and provide assistance in this regard. Interim Chief Executive Officer W. Watkins, pointed out that the Strategic Plan Facilitator will likely have information that will be helpful to this process and report.

VIII. Public Comment

There was no Public Comment to discuss.

IX. Adjournment

Motion by J. Okotie-Eboh, seconded by J. Abdo, to adjourn the meeting at 3:40 p.m.

UNANIMOUSLY APPROVED

Respectfully submitted,



Waymon Guillebeaux

Secretary