

Bloomington-Normal Area Convention and Visitors Bureau
Zoom Board Meeting Minutes
July 6, 2021
8:30 a.m.

Present: Crystal Howard, Scott Black, Justin Boyd, Beth Whisman, Steve Newman, Cheryl Magnuson, Kathleen Lorenz, Kevin McCarthy

Call to Order

Scott Black called meeting to order at 8:32 a.m.

Public Comment

None

Consent Agenda

Scott Black asked for a motion to approve the Consent Agenda. Scott noted that the CVB Arena Agreement is on there and Crystal Howard has signed it. Justin Boyd moved to approve the Consent Agenda. Cheryl Magnuson seconded. All in favor, Consent Agenda approved.

Regular Agenda

Arena Architectural/Design Services

Crystal indicated that the CVB office received two bids on the new Arena office renovations and that Farnsworth and TLR Associates bids were included in the packet. She reviewed the bids in detail and discussion was held on the basics we asked for: the floor, ceiling, carpet, paint, boardroom and the retail space. TLR Associates put estimated figures to each renovation project which resulted around \$300,000. She has not received dollar amounts from Farnsworth.

Crystal stated once the Board has their questions answered and a decision is made on the company then she has to get approval from the City to move forward. Scott suggested giving Crystal the authorization to make the decision with input from the board so that we can move forward. Kathleen Lorenz asked if we have asked Farnsworth for a pricing layout and Crystal stated that they originally estimated for the basics which would be around \$200,000. Kathleen suggested getting more specific pricing from them so that we can better compare and analyze or find a third company. Kevin McCarthy also suggested looking into a third party to bid on the project for better comparisons. Justin asked about our timeline and Crystal indicated both companies could get us in the offices by October. Crystal did attempt to contact Catalyst but did not get a response. Kathleen mentioned that she has worked with Tarter Construction and has had positive experiences and will send Crystal a contact. Scott suggested giving Farnsworth until July 14th to give us pricing and that we will also contact Tarter Construction.

Steve Newman suggested contacting the Central Illinois Regional Airport about flexibility on the timeline of moving out.

Budget Revision

Crystal stated we will receive \$463,343 through the Local Tourism and Convention Bureau Grant. Crystal stated the budget is updated accordingly. She has moved additional funds into Special Events and our premium give aways.

Motion to accept budget revision. Moved by Kevin. Seconded by Kathleen. All in favor, budget revision approved.

Chairman Discussion

Scott acknowledged the passing of Ronn Morehead and everything he did for the CVB Board. Scott asked Crystal and the board to think of ways to commemorate him. Crystal indicated we are sending flowers from the CVB and Board.

President/CEO review

Scott and Kevin will be conducting the CEO review and Scott asked if any new members would like to join this committee. It will include a meeting or two. Cheryl said she would like to help and be a part of that committee.

Social Activity

Scott had suggestions from Cheryl and Kathleen to get the board together on an informal basis. Kathleen mentioned as a body that attracts people here for tourism, the board needs to know all the community offers and our meetings would take place at our attractions. Crystal will work with Cheryl and Kathleen for the next social activity.

Future Board Meetings

Scott indicated that our board meetings may move in to a hybrid concept and would like feedback from the board. Discussion was held on meetings in person and online. Cheryl mentioned there is a disconnect sometimes. Scott agreed but stated we will get a robust AV system in the new offices and doesn't want to limit board members. Discussion was held on hybrid board meetings, Executive meetings and Beth Whisman's suggestion the public perspective. Crystal shared that we do post all of our meetings and minutes on our website.

Board Discussion

Steve Newman stated the IL High School Shrine Game and State Farm Youth Classic just happened and the SFYC had over 300 players compete. In regards to the multi-sports complex he mentioned that the Illinois Fire Juniors are still in the process of trying to find the property after having a few issues. He stated Springfield has passed a resolution to build a \$65 million multi-purpose facility which will mean future competition. Discussion held on the sports

complex and the article that was shared with the board. Steve indicated that the same company we used FSA was involved.

Adjournment

Scott asked for a motion to adjourn. Moved by Kathleen. Seconded by Kevin. All in favor, motioned adjourned at 9:15 a.m.