

Maine
Cumberland County

**CROSS INSURANCE ARENA
BOARD OF TRUSTEES MONTHLY MEETING MINUTES**

**Cross Insurance Arena – Club Room
1 Civic Center Square, Portland, Maine**

**Wednesday, March 6, 2019
8:00 AM**

Call to Order – 8:05 a.m.

Present:

Board of Trustees: Chair - Sam Surprise, Vice Chair - Thomas Tyler, Jonathan Crimmins, Joe Gray, Holly Hancock, Steven Webster and William Whitten

Absent:

Board of Trustees: John Jamieson and Jon Jennings

Spectra Staff:

Melanie Henkes, General Manager, Cross Insurance Arena
Zach Davis, Director of Partnerships, Cross Insurance Arena
Mark Eddy, Director of Finance, Cross Insurance Arena
Mike LoConte, Director of Events, Cross Insurance Arena
Chris Lawrence, General Manager SPECTRA by Comcast Spectacor

Cumberland County Staff: James Gailey and Barbara Owens

County Commissioners: Susan Witonis and Stephen Gorden

Welcoming of Guests and Introductions

Sam Surprise welcomed all Board members, County and Spectra staff.

1. Approval of Minutes of the December 12, 2018 Meeting

Sam Surprise asked for a motion to approve the Minutes of the December 12, 2018 meeting. Holly Hancock made the motion, William Whitten seconded. All Board members voted unanimously in favor, 7-0.

2. Financial Reports – November, December 2018 and January 2019

CIA's General Manager Melanie Henkes presented the November, December 2018 and January 2019 Financial Reports. Joe Gray moved to approve the November, December 2018 and January 2019 Financial Reports, Thomas Tyler seconded. All Board members voted unanimously in favor, 7-0.

3. Event Reports – November, December 2018 and January 2019

CIA's General Manager Melanie Henkes presented the November, December 2018 and January 2019 Event Reports. Steven Webster moved to approve the November, December 2018 and January 2019 Event Reports. Jonathan Crimmins seconded. All Board members voted unanimously in favor, 7-0.

4. Management Report

CIA's General Manager Melanie Henkes discussed the information on the Management Report. Holly Hancock moved to approve the Management Report. Steven Webster seconded. All Board members voted unanimously in favor, 7-0.

5. Preliminary budget discussion

Jim Gailey informed everyone that at the April 24, 2019 Cross Insurance Arena Board of Trustees meeting the budget would be discussed in detail.

6. Maine Mariners Update

CIA's General Manager Melanie Henkes shared there are nine more home games remaining and on April 10th playoffs will start. Staff has been working well with the Mariners' staff.

7. Update of public relations opportunities

It was noted that Adam Goldberg of the Maine Mariner's has been in contact with board member Jonathan Crimmins with regard to opening up the opportunity to anyone who may have contacts with a school system that might be interested in getting kids to games.

8. Digital Message Board

Zach Davis, CIA's Director of Corporate Partnerships, spoke with regard to a new digital message board. He proposed the concept to Cross Insurance and they are willing to donate \$25,000 towards the purchase. Much discussion was had and the various cost variations with the size of the board (10 millimeter, 8 millimeter or 6 millimeter). Zach will look into this subject and will bring back more information for next month's meeting

9. Other Business

Commissioner Gorden asked General Manager Melanie Henkes to remember the elderly when planning events; mention was made that at the hockey games penalties were not mentioned on the board or if so, took a long time to mention them. Mike Loconte was going to look into this.

Adjourn

Chair Sam Surprise asked for a motion to adjourn the meeting. Joe Gray moved to adjourn the meeting, Jonathan Crimmins seconded. All Board members voted unanimously in favor, 7-0. The meeting was adjourned at 9:30 am.

Reminder: The next regular Board meeting will be held on Wednesday, April 24, 2019 at 8:00 am