

**BERKS COUNTY CONVENTION CENTER AUTHORITY
MINUTES OF THE REGULAR MEETING OF
THURSDAY, DECEMBER 17, 2015**

The regular meeting of the Board of Directors (the “Board”) of the Berks County Convention Center Authority (the “Authority”) was called to order at 7:00 a.m. in the Doubletree Hotel, 701 Penn Street, Reading, Pennsylvania.

The following members were present:

Mr. P. Michael Ehlerman
Mr. Michael Fiucci
Mr. Carl Herbein
Mr. John Ernesto
Mr. Albert Boscov
Ms. Michele Richards
Mr. Burlee Adams

The meeting was chaired by Mr. P. Michael Ehlerman.

Also present:

Mr. Matthew Mayer, Esquire, Leisawitz Heller Abramowitch Phillips, P.C.
Mr. David Farrar, SMG
Mr. T.J. Heininger, SMG
Mr. E.J. Randolph, SMG

The Chairman declared that a quorum was present and proceeded with the meeting.

PUBLIC COMMENTS

There were no public comments.

CHAIRMAN’S REPORT

Upon a motion duly made and seconded, the minutes of the regular meeting of the Board of October 15, 2015 were unanimously approved.

TREASURER’S REPORT

Mr. Herbein distributed and reviewed the two-month Treasurer’s Report containing the financials for the months of October and November 2015. Mr. Herbein reviewed the various accounts the Authority maintained and advised that the Authority had a total cash balance of \$3,723,894.25 as of the end of October, which was an increase of \$97,766.03 from the end of September. He also reviewed the accounts for the month of November and noted that the Authority had a total cash balance of \$3,666,031.09 as of the end of November, which was a decrease of \$57,863.16 from the end of October. Mr. Herbein noted that the Authority made its

annual contribution of \$20,000 to the Reading Downtown Improvement District in November. Mr. Herbein provided and reviewed a list of the disbursements made from the Construction Fund and noted that total expenditures from the fund were \$889,999.97, which left a remaining balance in the Construction Fund of \$605,641.14.

Mr. Herbein proceeded to review the hotel tax receipts for September and October 2015. He advised that the hotel tax receipts for September and October were \$152,167.53 and \$160,714.02, respectively, and that the tax receipts for September 2015 were \$22,984.85 greater than September 2014, whereas the tax receipts for October 2015 were \$37,526.62 less than October 2014. Mr. Ehlerman noted that the October 2015 tax receipts figures are a bit misleading as three hotels (which made total payments of about \$30,000 in October 2014) did not make their scheduled payments in October. Mr. Herbein advised that he spoke with Dennis Adams who is doing a good job collecting the delinquent hotel tax receipts. Finally, Mr. Herbein noted that the hotel tax receipts for January 2015 through October 2015 were \$112,325.53 higher than the same period in 2014.

Mr. Ehlerman noted that the Authority is currently in the best financial position it has been in over the history of its existence.

Upon a motion duly made and seconded, it was unanimously moved to approve all the bills paid within the period and to pay all bills listed that had been unpaid during this period. Secondly, upon a motion duly made and seconded, the Treasurer's Report was approved.

SOLICITOR'S REPORT

Mr. Mayer had nothing of significance to report.

MANAGEMENT REPORT

Mr. Farrar introduced Mr. T.J. Heininger, who is the new SMG finance director for the Arena and SPAC. Mr. Farrar also introduced Mr. E.J. Randolph, who is SMG's director of food and beverages for the Arena and SPAC.

Mr. Farrar distributed a chart tracking the current and completed capital expenditures for the Arena and SPAC. He advised that the majority of the capital repairs have been completed and the two remaining open items are scheduled to be completed by the end of 2015. He noted that to date, the total capital expenditures was \$859,398.33, with approximately \$100,000 additional remaining to be paid to complete the two open items.

Mr. Farrar advised the Authority that the Downtown Alive concert series has been approved for 2016 with 6 shows planned. Mr. Farrar distributed the Schedule of Events for the Arena and SPAC and noted that the Arena has been very busy the past few months. He further noted that SPAC was a little slow the past two months, but that activity in it has picked up recently and he expects a busy December and Spring season. Mr. Farrar noted that he is collaborating with Craig Poole, General Manager of the new Doubletree Hotel, with regard to joint marketing efforts for the two facilities.

Finally, Mr. Farrar advised that the Arena currently has three open suites which SMG continues to market for lease. He said that for a venue the size of the Arena with the number of suites available, having only 3 unrented is very good.

NEW BUSINESS

Mr. Ehlerman distributed the list of meeting dates for the 2016 calendar year.

There being no further business before the Board at the public session, the Chairman announced that the next regular meeting of the Board would be held at the Santander Arena at 7:00 a.m., Thursday, February 18, 2016. At 8:00 a.m., upon a motion duly made and seconded, the Board unanimously resolved to adjourn.