



**Memorial Auditorium and Convention Center Advisory Board Minutes
Thursday, October 28, 2010 @ 4:00 p.m.**

Members present: Jim Belew, Ryan Moore, April Wilkes, Mike Lewark, Robert Poole, Kim Vogel, Jason Huffman, Jeff Wilbert and Terri Steele

The meeting was called to order and there were no additions to the Agenda.

The minutes of the July 22, 2010 meeting were approved as presented.

Updates

Jeff Wilbert said that the sales tax is continuing to improve and at present the Auditorium is down \$4200 compared to last year at this time.

Discussed the repair of balcony lights, Wilbert stated that Martin Dickinson from Jayhawk Signs had completed the replacement of the lights in the back row of the balcony and that it improved visibility immensely.

Next discussed was the replacement of the auditorium seating. Measurements have been taken and both a back and seat have been removed to be repaired as an example by the company that was awarded the bid. The Auditorium received a Pritchett Trust grant in the amount of \$12,500 to help with the repairs. There will be no events in the Auditorium from December 22nd thru January 15th so the company plans on starting the project on January 4th and the project should not take more than 7 days to complete. While the seats are out there is a possibility that LED lighting may be added to the main floor to help patrons with visibility.

New Parks and Recreation software and hardware

Kim Vogel, Director of Parks and Recreation next spoke about the new software and hardware for P&R, RecTrac. The implementation of RecTrac will save several thousand dollars over time, will have 24 hour support and will eliminate the use of two different systems for Memorial Auditorium. At present both RecWare and TicketSage are needed but RecTrac will cover all the needs of Memorial including ticket sales and reservations. The public will be able to view rooms that are available for rent and send in requests that will be reviewed and either approved or denied. The training is set to begin in November.

Board Member Reappointment

Three members of the Advisory Board are up for reappointment; Jim Belew, Tony Perez and Mike Lewark. All three have stated that they wish to serve another term. Wilbert thanked Belew and Lewark who were present for the meeting, for serving another term.

Review of Events

There were several events that took place since the last Board meeting starting with the Shrine Bowl lunch which included players, cheerleaders and cross country runners. Another successful event, Midwest Regional Ballet performed “Dracula” to large crowds. The United Way had their annual kick off outside the Auditorium and in the lower level, Pittsburg Idol was held in the Auditorium for the eighth year and PALS held a very popular lecture by the star of “Ace of Cakes”, Duff.

Manager Report

Wilbert next updated the Board about a couple maintenance issues. A sewer pipe had collapsed and was leaking in the building. A plumber was brought in quickly, repaired the pipe and no events or meetings were affected. Currently the Auditorium has two sump pumps but one has not worked in years. This pump needs replaced in the event the working pump was to go down. City staff have reviewed the situation and are waiting for a recommendation from Tiff City Pump Company who has removed the old pump and provided past service to the Auditorium. Staff will review the current fee schedule and determine if any adjustments are necessary. Wilbert stated that he will email the Board with any changes before sending to the Commission.

Huffman informed the group that Pittsburg Community Theatre will have four great shows in 2011 and encouraged everyone to try and attend.

Wilbert asked for any comments, questions or concerns from the Board. Lewark stated that in the past the Board had been given a copy of the budget and that he would like to see it again. He also felt that the Auditorium needed a five year plan which would include projects.

The next meeting will be held on Thursday, January 6, 2011 at 4:00 p.m. Since there was no further business the meeting was adjourned at 4:45 p.m.

Terri Steele, Secretary