

DULUTH ENTERTAINMENT AND CONVENTION CENTER AUTHORITY
REGULAR BOARD MEETING
November 17, 2021

A Regular Board Meeting was held Wednesday, November 17, 2021 in the Senator Sam Solon Board Room.

Board Members Present:

Chair Patrick Mullen
Vice Chair Lynne Williams
Secretary Mary Finnegan
Peter Singler
Bill Nelson
Carrie Heffernan
Laura Mullen
Martha Bremer
Don Ness
Matthew Baumgartner
Jason Vincent

Board Members Absent:

DECC Staff Present:

Dan Hartman
Caty Kaups
Lucie Amundsen
Ronni Murphy

Others Present:

Media

Chair Patrick Mullen called the meeting to order at 11:32 AM. A quorum of directors was present.

Approval of Consent Agenda

The consent agenda included the meeting agenda and meeting minutes from the regular meeting on October 27, 2021. MOTION to approve the consent agenda requested by Chair P. Mullen; motion made by Nelson and seconded by L. Mullen. Motion unanimously carried.

Executive Director Report

Operational Highlights:

1. Hartman shared that the DECC surpassed the previous all-time attendance record for the Haunted Ship.

Heffernan joined at 11:45 AM.

2. Hartman presented a photo summary of recent and upcoming events hosted at the DECC.
3. Hartman reviewed media highlights.

Ness joined at 11:58 AM.

4. No updates regarding the beverage contract.
5. Update provided regarding event scheduling and Delta variant impacts.
6. Cruise ship facility documentation is currently under legal review.

Committee Reports

Executive:

- The Officer nomination slate was announced, and will be voted on during the December Board meeting:
 - o Chair – Lynne Williams
 - o Vice Chair – Peter Singler
 - o Secretary – Matthew Baumgartner
- A recommendation was provided to create a matrix of Board Member terms for reference.

Finance:

- The committee reviewed and adopted the 2022 budget.
- The adopted budget will be presented at the City Council meeting on December 6, 2021.

Governance:

- The committee continues to review Board Member term start and end dates.
- Williams scheduled a meeting with Hartman and Murphy to receive updates related to the implementation of the organization policy library.
- Board Members can expect to receive a copy of the Bylaws for review at the December or January Regular Board Meeting.

Personnel:

- The committee is scheduled to meet in November and will begin planning the Executive Director review process and 2022 performance objectives.

Strategic Planning:

- No updates to report, this ad hoc committee has been dissolved.

Old Business

No old business.

New Business

No new business.

Other

Hartman presented the 2022 Regular Board Meeting Schedule as included in the Board Packet.

Hartman walked Board Members around the DECC facilities to tour facility needs including but not limited to: the DECC Arena ice plant chiller, the boiler room, the DECC HVAC system, and a DECC power transformer.

Adjournment

Chair P. Mullen requested a motion to adjourn. The meeting adjourned at 12:42 PM.

Upcoming Meetings

The next regular meeting will be held December 14, 2021 at 4:00 PM. Location: Senator Sam Solon Board Room.

Minutes reported by Ronni Murphy, Office and Project Manager.

Submitted by:

Patrick Mullen, Chair

Mary Finnegan, Secretary