AGENDA

DECC Authority Board of Directors

Regular Meeting
Thursday, October 29, 2026
Noon – 1:30 PM
Harbor Side Convention Center

MISSION

We host events, create experiences, and drive our regional economy.

VALUES

Hospitality | Entertainment | Community | Visionary | Stewardship

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MEETING AGENDA

I. **Call to Order**

II. **Public Open Comment Period**
   a. *Members of the public sign in and each receive 3 minutes to speak.*

III. **Approval of Consent Agenda**
   a. Agenda
   b. Minutes – September meeting
   c. August - Finance Statements

IV. **Executive Director Report**
   a. Update on Strategic Goals

V. **Committee Reports**
   a. Strategy
      i. Update
   b. Finance
      i. Update
   c. Governance
      i. Update

VI. **Old Business**

VII. **New Business**
   a. Venue Re-Naming – focus groups

b. Naming Rights – DECC Arena
c. Executive Director Annual Performance Review – Terch Process

VIII. Other Business

IX. Adjournment

UPCOMING MEETINGS

The next regular business meeting is Thursday, November 19, 2026, in the Senator Sam Solon Board Room location.

DECC AUTHORITY BOARD OF DIRECTORS

MEETING MINUTES

September 24, 2026, Regular Meeting

MISSION

We host events, create experiences, and drive our regional economy.

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Call to Order

A regular meeting of the DECC Board of Directors was held on Thursday, September 24, 2026, in the Symphony Hall Mezzanine. Treasurer **Maya Mattke** called the meeting to order at 12:00 p.m. A quorum was present.

Board Members Present

- Maya Mattke, Treasurer
- Carli Amatuzio, Secretary
- Lynn Marie Nephew, City Council Liaison
- Matt Massman
- Gerry Goldfarb
- Kristi Schmidt
- Stephanie LaFleur
- Pat Mullen
- Shane Peterson

DECC Staff Present

- Dan Hartman, Executive Director
- Amanda Denton, Finance Director
- Lucie Amundsen, Communications Director

Board of Directors Meeting

Public Open Comment Period

Treasurer Mattke reviewed the public comment sign-up sheet. No members of the public registered to speak.

Approval of Consent Agenda

Treasurer Mattke presented the Consent Agenda, which included:

- Meeting Agenda
- Board Meeting Minutes (June and August 2026)
- July Financial Statements

Motion: Kristi Schmidt moved to approve the Consent Agenda. Shane Peterson seconded the motion.
Action: Motion carried unanimously.

Executive Director's Report

General Operations Update

Executive Director Dan Hartman provided updates on recent activities and operations, including:

- Progress on the DECC website redesign project.
- DECC staff participation at the Visit Duluth booth during the Minnesota State Fair, providing valuable opportunities to connect with potential visitors and event attendees.
- Planning for the November DECC Gala, which will feature a "progressive party" theme highlighting different decades of the facility's history.
- Bonding project updates, including the anticipated arrival of the AMSOIL Arena dehumidification system and ongoing work on the rooftop air handling unit serving Pioneer Hall.
- Introduction of "Not-So-Haunted" tours at the Duluth Haunted Ship, designed for guests seeking a less intense experience.
- A successful second year of Gourd Days. The event date was adjusted to accommodate Applepalooza space rentals. Concession operations, located in the former Visit Duluth Fleet Store space, exceeded expectations financially.

Committee Reports

Strategy Committee

The Strategy Committee met prior to the board meeting and discussed potential naming rights opportunities for DECC Arena.

Finance Committee

Finance Director Amanda Denton and Treasurer Maya Mattke presented the financial report.
Discussion included:

- Overall summer attendance at Bayfront Festival Park was below expectations, including the Ian Munsick concert, which resulted in a loss exceeding $77,000.
- July operating results reflected an approximate $350,000 unfavorable variance to budget due to reduced parking revenue, lower William A. Irvin revenue, and entertainment-related losses.
- Executive Director Hartman noted that losses incurred from spring and summer entertainment events will likely lead to a reduced number of self-promoted events in the future.
- Tourism tax collections continue to perform strongly and are projected to finish approximately 6% above budget.

Governance Committee

The Governance Committee discussed the potential development of a venue naming rights policy.

Old Business

No old business was brought before the Board.

New Business

Facility Naming Discussion

Board members discussed opportunities to modernize and better align facility names with current venue usage and branding goals.
Topics discussed included:

- Symphony Hall's name may no longer accurately reflect the variety of events hosted in the space.
- City Side Convention Center no longer has a direct view of downtown due to the adjacent parking ramp and may not effectively represent the broader region.
- Pioneer Hall's name could potentially be updated to reflect its waterfront location.

Board members discussed whether an outside consultant should be retained to review facility naming opportunities. Concerns were raised regarding costs associated with such an engagement. Executive Director Hartman recommended developing initial concepts internally before considering outside assistance.

DECC Arena Naming Rights

The Board discussed the possibility of obtaining a corporate naming rights partner for DECC Arena. Potential sponsorship revenue could support the reinstatement of ice operations and help offset annual operating costs associated with maintaining the facility for hockey and figure skating, including utilities, staffing, and equipment expenses.
Motion: Kristi Schmidt moved to authorize the Executive Director to pursue corporate sponsorship opportunities for naming rights to DECC Arena. Gerry Goldfarb seconded the motion.
Action: Motion carried.

Travel Policy Update

A proposed travel policy revision was presented, allowing the DECC to return to a traditional per diem reimbursement model. The change aligns with applicable state travel policies and is expected to reduce administrative workload.
Motion: Matt Massman moved to approve the travel policy update. Stephanie LaFleur seconded the motion.
Action: Motion carried.

Other Business

Executive Director Review

Board members discussed preparations for the Executive Director's annual performance review.
Pat Mullen suggested exploring a compensation structure that includes both fixed and variable components.

Adjournment

Motion: Shane Peterson moved to adjourn the meeting. Gerry Goldfarb seconded the motion.
Action: Motion carried.
Treasurer Maya Mattke adjourned the meeting.

Next Meeting

The next regular meeting of the DECC Board of Directors will be held on **October 29, 2026**, in Symphony Hall.

Submitted by:

Tony Sertich, Chair	Carli Amatuzio, Secretary
Date	Date

DULUTH ENTERTAINMENT AND CONVENTION CENTER AUTHORITY
BALANCE SHEET
August 31, 2026

Assets

Current Assets		
Operating cash	$	1,037,918
City pooled account		700,000
Accounts receivable		955,216
Accts Rec-Tourism Taxes		1,597,667
Leases Receivable		931,082
Inventory		179,971
Prepaid items		220,652
Total Current Assets	**$**	**5,622,506**
Noncurrent Assets		
Leases Receivable		7,693,657
Subscription Assets less Accum Amortization		0
Total Noncurrent Assets	**$**	**7,693,657**
Restricted Assets		
Ticket Office deposits		
Cash and cash equivalents	$	1,712,207
Employee flexible benefits plan		
Cash and cash equivalents		14,926
Debt reserve		0
Total Restricted Assets	**$**	**1,727,133**
Fixed Assets		
Fixed assets	$	154,375,904
Less allowance for depreciation		(93,559,130)
Fixed assets (net)	**$**	**60,816,774**
Deferred Outflow		
Deferred outflow of pension	$	709,221
Deferred other postemployment benefits		252,974
Total Deferred Outflow	**$**	**962,195**
Total Assets	**$**	**76,822,265**

Liabilities and Fund Equity

Liabilities		
Current Liabilities (payable from current assets)		
Accounts payable	$	811,996
Lease purchase payable		778,698
Accrued salaries payable		173,274
Accrued vacation payable		393,466
Deferred revenue		1,120,217
Interest payable		36,967
Software subscription liability		0
Total Current Liabilities (payable from current assets)	**$**	**3,314,618**
Current Liabilities (payable from restricted assets)		
Ticket Office deposits	$	1,281,240
Employee flexible benefits plan		657
Total Current Liabilities (payable from restricted assets)	**$**	**1,281,897**
Long-Term Liabilities		
Capital Lease	$	1,138,213
Line of Credit		500,000
Net pension liability		1,868,652
Net other postemployment benefits		1,204,055
Subscription liability		0
Accrued Interest Payable		0
Total Long Term Liabilities	**$**	**4,710,920**
Total Liabilities	**$**	**9,307,435**
Deferred Inflow		
Deferred inflow of leases	$	7,820,190
Deferred inflow of other employ benefits		251,383
Deferred inflow of pension		1,429,111
Total Deferred Inflow	**$**	**9,500,684**
Fund Equity		
Contributions (net of accumulated amortization)	$	45,631,678
Prior period retained earnings		13,930,313
Current period retained earnings		(1,547,845)
Total Fund Equity	**$**	**58,014,146**
Total Liabilities and Fund Equity	**$**	**76,822,265**

DULUTH ENTERTAINMENT AND CONVENTION CENTER AUTHORITY

CONSOLIDATED MANAGEMENT SUMMARY

August-2026

(Summary)

	CURRENT MONTH					YEAR TO DATE				
	BUDGET	**ACTUAL**	**VARIANCE**	**VAR %**	**2025**	**BUDGET**	**ACTUAL**	**VARIANCE**	**VAR %**	**2025**
DEPARTMENT PROFIT / (LOSS):										
BUILDING SERVICES	(7,940)	2,926	10,866	137%	166	614,160	501,442	(112,718)	-18%	565,141
PROPERTY MTNC	(360,954)	(341,334)	19,620	5%	(279,083)	(2,667,017)	(2,802,939)	(135,922)	-5%	(2,496,858)
CONVENTIONS	(51,196)	(73,535)	(22,339)	-44%	(35,550)	(379,268)	(406,842)	(27,574)	-7%	(221,435)
CATERING	43,750	17,462	(26,288)	-60%	3,016	743,548	689,630	(53,918)	-7%	771,870
CONCESSIONS	9,953	6,637	(3,316)	-33%	7,648	399,144	313,441	(85,703)	-21%	290,862
ADMINISTRATIVE	(80,442)	(69,924)	10,518	13%	(81,085)	(756,454)	(562,419)	194,035	26%	(452,719)
IRVIN	118,421	79,187	(39,234)	-33%	63,829	233,530	47,241	(186,289)	-80%	166,191
ENTERTAINMENT	(45,210)	(96,012)	(50,802)	-112%	(28,074)	(188,000)	(860,994)	(672,994)	-358%	(341,762)
PARKING	128,954	136,940	7,986	6%	130,540	1,136,012	984,190	(151,822)	-13%	1,028,361
CRUISES	6,407	13,727	7,320	114%	22,169	21,940	50,568	28,628	130%	89,508
TOTAL OPERATING PROFIT / (LOSS):	**(238,257)**	**(323,927)**	**(85,670)**	**-36%**	**(196,426)**	**(842,405)**	**(2,046,684)**	**(1,204,279)**	**-143%**	**(600,841)**
NON-OPERATING REVENUES/(EXPENSES):										
CITY TOURISM TAXES	199,708	199,708	0	0%	180,272	1,597,664	1,597,667	3	0%	1,442,173
AMSOIL ARENA NAMING RIGHTS	16,667	16,667	0	0%	16,667	133,336	133,336	0	0%	133,336
AMSOIL ARENA BOND PAYMENTS	(99,281)	(99,281)	0	0%	(97,508)	(794,248)	(794,248)	0	0%	(780,064)
SUBTOTAL OPERATING PROFIT / (LOSS)	(121,163)	(206,832)	(85,669)	-71%	(96,996)	94,347	(1,109,929)	(1,204,276)	-1276%	194,604
LESS: DEPRECIATION										
DEPRECIATION (NET)	(54,300)	(54,739)	(439)	-1%	(20,250)	(434,400)	(437,916)	(3,516)	-1%	(162,000)
NET CHANGE IN RETAINED EARNINGS	(175,463)	(261,572)	(86,109)	-49%	(117,246)	(340,053)	(1,547,845)	(1,207,792)	-355%	32,604

DULUTH ENTERTAINMENT AND CONVENTION CENTER AUTHORITY

CONSOLIDATED MANAGEMENT SUMMARY

August-2026

(Detail)

	CURRENT MONTH					YEAR TO DATE				
	BUDGET	**ACTUAL**	**VARIANCE**	**VAR %**	**2025**	**BUDGET**	**ACTUAL**	**VARIANCE**	**VAR %**	**2025**
REVENUES:										
BUILDING SERVICES	125,100	130,414	5,314	4%	114,623	1,859,200	1,701,929	(157,271)	-8%	1,738,592
CONVENTIONS	16,600	10,849	(5,751)	0%	7,587	132,800	103,786	(29,014)	-22%	84,473
CATERING	209,300	139,508	(69,792)	-33%	89,700	2,462,300	2,255,173	(207,127)	-8%	2,175,598
CONCESSIONS	66,850	69,403	2,553	4%	47,799	1,234,750	1,035,470	(199,280)	-16%	942,301
ADMINISTRATIVE	137,068	130,945	(6,123)	-4%	107,054	1,069,646	1,080,794	11,148	1%	1,216,321
IRVIN	174,167	142,643	(31,524)	0%	158,242	526,068	407,500	(118,568)	-23%	482,519
ENTERTAINMENT	29,600	45,051	15,451	52%	42,200	548,800	870,507	321,707	59%	734,772
PARKING	161,750	165,701	3,951	2%	156,749	1,350,450	1,183,879	(166,571)	-12%	1,218,004
CRUISES	31,800	30,449	(1,351)	0%	30,881	143,200	138,752	(4,448)	-3%	155,050
TOTAL OPERATING REVENUES	**952,235**	**864,962**	**(87,273)**	**-9%**	**754,836**	**9,327,214**	**8,777,790**	**(549,424)**	**-6%**	**8,747,630**
OPERATING EXPENSES:										
BUILDING SERVICES	133,040	127,488	5,552	4%	114,457	1,245,040	1,200,487	44,553	4%	1,173,451
PROPERTY MTNC	360,954	341,334	19,620	5%	279,083	2,667,017	2,802,939	(135,922)	-5%	2,496,858
CONVENTIONS	67,796	84,384	(16,588)	-24%	43,137	512,068	510,628	1,440	0%	305,909
CATERING	165,550	122,046	43,504	26%	86,684	1,718,752	1,565,543	153,209	9%	1,403,728
CONCESSIONS	56,897	62,766	(5,869)	-10%	40,151	835,606	722,029	113,577	14%	651,439
ADMINISTRATIVE	217,510	200,869	16,641	8%	188,140	1,826,100	1,643,213	182,887	10%	1,669,040
IRVIN	55,746	63,456	(7,710)	-14%	94,413	292,538	360,259	(67,721)	-23%	316,328
ENTERTAINMENT	74,810	141,063	(66,253)	-89%	70,274	736,800	1,731,502	(994,702)	-135%	1,076,534
PARKING	32,796	28,762	4,034	12%	26,210	214,438	199,689	14,749	7%	189,643
CRUISES	25,393	16,722	8,671	34%	8,712	121,260	88,184	33,076	27%	65,542
TOTAL OPERATING EXPENSES	**1,190,492**	**1,188,889**	**1,603**	**0%**	**951,262**	**10,169,619**	**10,824,473**	**(654,854)**	**-6%**	**9,348,471**
OPERATING PROFIT/(LOSS)	(238,257)	(323,927)			(196,426)	(842,405)	(2,046,684)			(600,841)

Duluth Entertainment Convention Center Departmental Net Profit/(Loss) Year-End with August 2026 YTD Results														
Month	1571 Building Services	1572 Property Maint.	1573 Conventions	1574 Catering	1575 Concessions	1577 Admin	1578 Irvin	1579 Entertain.	1580 Parking	1581 Cruises	Non-Operating	Depreciation	Total	2026 Budget
Jan YTD Actual	(28,453)	(390,443)	(40,559)	77,028	61,724	(79,431)	(22,257)	(82,356)	84,770	(3,305)	117,094	(54,739)	(360,927)	(171,013)
Feb YTD Actual	132,887	(375,260)	(35,300)	282,853	156,803	(88,601)	(14,957)	(111,822)	159,060	(10,100)	117,094	(54,739)	157,918	113,834
Mar YTD Actual	49,959	(362,267)	(46,499)	22,827	20,723	(75,631)	(12,810)	(108,838)	92,871	(2,785)	117,094	(54,739)	(360,095)	(48,368)
Apr YTD Actual	179,160	(343,853)	(50,006)	106,857	6,579	(79,768)	(27,824)	(118,597)	134,705	(5,470)	117,094	(54,739)	(135,862)	133,950
May YTD Actual	211,338	(305,624)	(56,509)	260,551	31,805	(88,871)	(5,589)	(87,409)	156,923	(1,438)	117,094	(54,739)	177,532	(22,795)
Jun YTD Actual	(4,488)	(333,527)	(50,519)	(10,601)	16,214	(1,852)	2,787	(121,169)	133,200	41,621	117,094	(54,739)	(265,979)	(23,967)
Jul YTD Actual	(41,887)	(350,631)	(53,916)	(67,347)	12,956	(78,340)	48,703	(134,791)	85,721	18,318	117,094	(54,739)	(498,859)	(146,233)
Aug YTD Actual	2,926	(341,334)	(73,535)	17,462	6,637	(69,924)	79,187	(96,012)	136,940	13,727	117,094	(54,739)	(261,571)	(175,463)
September	98,930	(361,854)	(42,946)	136,428	1,233	(87,482)	19,451	(5,260)	136,264	(4,589)	117,094	(54,300)	(47,031)	(47,031)
October	200,120	(348,019)	(41,396)	226,990	110,698	(95,297)	503,291	(27,380)	164,144	(3,550)	117,094	(54,300)	752,395	752,395
November	29,670	(314,209)	(40,146)	139,750	87,368	(99,503)	(13,106)	(38,610)	130,124	-	117,094	(54,300)	(55,868)	(55,868)
December	12,770	(352,359)	(66,316)	55,402	(17,487)	(74,762)	(11,518)	(24,220)	156,304	(13,801)	117,094	(54,300)	(273,193)	(273,193)
Year End	**842,932**	**(4,179,380)**	**(597,647)**	**1,248,200**	**495,253**	**(919,462)**	**545,358**	**(956,464)**	**1,571,026**	**28,628**	**1,405,128**	**(655,112)**	**(1,171,540)**	**36,248**

(Jan - Aug) Actual Tourism Tax over/(short)	39,000
(Sep - Dec) Projected Tourism Tax over/(short):	81,000
Total w/ Tourism Tax Overage:	**(1,051,540)**