

FSMG Meeting Minutes
Tuesday May 6, 2014 - 8:00 - 8:50 AM
Event Center Conference Room

Members Present: Mark McCauley, Sharon Crouch, Judie Stanton, Kelley Babcock, Rosemary Cooke

Staff Present: John Morrison, Matt Ferris

Staff Absent: Heidi O'Hara

Guests: Laura Pedersen, Donna Dowdy, Kathy Sulla, Anita McIrvin and Michael Kelley

Meeting was called to order at 8:00 am. Mark McCauley turned the meeting over to John Morrison.

John Morrison, Executive Director/Fair Manager/CEO:

Fair Preparations - Fair preparations are proceeding on schedule. Matt Ferris briefed the group on the Fair Fact Sheet and new attractions and contests. He also updated the group on projected sponsorships. John briefed the group on the status of booth sales for the Fair and the status of the draft agreement between FSMG and Clark County. A meeting will be scheduled with the County Civil Attorney's office to discuss the next steps in getting the FSMG lease agreement finalized and approved.

Personnel - John introduced the new members of the FSMG staff. Donna Dowdy has assumed the Finance Manager position previously held by Chaleen Schuch and Anita Mc Irvin has replaced Donna as the Finance Assistant. Kathy Sulla is the new Administrative Assistant on the Event side of the office. Michael Kelley is our new Event Manager and will be handling many more event related duties and less emphasis will be placed on selling exhibitor spaces. That will be transferred to the new Administrative Assistant for Events and to the Director of Sales and Events.

Booking Update:

A recap of the month of April showed a very strong month with every weekend full in the Exhibition Hall, including a very successful Clark Public Utilities Home and Garden Idea Fair. The month came in at \$4,000 over estimated revenues. The Jack Giesy Equestrian Arena was booked every weekend and performance was slightly above expectations.

The addition of Dozer Day to the Event Center calendar will have a very positive affect on the May performance. The prospects of this becoming a long term engagement will be beneficial to both the Event Center and the Dozer Day organizer, Nutter Corporation.

The electronic reader board sign on I-5 needs a new modem. That is expected to arrive this week. Once installed we will be able to tell if the program patch we acquired earlier will allow the Event Center Windows 7 operating system computer to communicate with, and control, the XP operating system computer in the sign. If so, we will have offset a significant expense of replacing the reader board computer and associated systems.

Next meeting; The next meeting is scheduled for Tuesday, July 2, 2014 at 8:00 AM in the Event Center Conference Room.

Meeting adjourned at 8:50 AM.