

**CIVIC ABILENE, INC.
BOARD OF DIRECTORS
Tuesday, July 12, 2016 - 4:00 PM
Regular Meeting
1100 N. 6th - Abilene Civic Center Red Carpet Lobby
Abilene TX 79601**

PRESIDING: Mr. Mike Warren - Chair

PRESENT

Mr. Tom Boecking
Mr. David Gist
Mr. Iziar Lankford
Mrs. Peggy Manning
Mr. Shaun Martin
Mr. Charles Perkins
Mr. John Thomas
Mr. Rick Waldraff
Mr. Mike Warren
Ms. Micki Wright

ABSENT

Mr. Joe Alcorta
Ms. Neomia Banks
Mrs. Laura Donaway
Mr. Clint Rosenbaum
Mr. Steven Leggett

Molly Moser, Manager
Sylvia Reed, Box Office Coordinator
Mirenda Walden, Assistant Director of Comm. Services
Howdy Wayne Lisenbee, Director of Capital Improvements
Kelley Messer, Legal Rep., City of Abilene
Luke Davis, Legal Intern (ACU)
Ken Baker, CBS Insurance

1. CALL TO ORDER: The regular monthly meeting of the Civic Abilene, Inc. Board of Directors was called to order by Mr. Mike Warren, on Tuesday, July 12, 2016 at 4:05 p.m.

2. INVOCATION: Led by Rev. Iziar Lankford.

3. APPROVAL OF MINUTES: Mr. Shaun Martin made the motion to approve the minutes from the April 12, 2016 meeting. The motion was seconded by Mr. John Thomas and approved by all members present.

4. INSURANCE: CBS Insurance representative, Mr. Ken Baker, presented to the Board an overview of Civic Abilene, Inc.'s commercial insurance policy coverage with Union Insurance Company. Mr. Baker stated that the renewal date was June 17, 2016, and is in full effect, and that the rate had increased to \$6,187.00, which is slightly up the previous renewal period. After discussion, Mr. David Gist made the motion to accept the proposed insurance policy and to approve payment of the premiums. The motion was seconded by Mr. Tom Boecking and approved by all present.

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5. FINANCIAL REPORT: Ms. Molly Moser gave the Financial Reports for April, May and June 2016. Mr. Rick Waldraff asked if Civic Abilene had ever looked into banking with another financial institute. Ms. Kelley Messer, City Legal Representative, stated that for the Board to discuss this item it would need to be on the agenda.

	Checking Account	Investment Account	Cash Position
April 2016	\$40,613.85	\$38,200.42	\$78,814.27
May 2016	\$40,935.35	\$38,201.05	\$79,136.40
June 2016	\$58,166.78	\$38,201.70	\$96,368.48

There being no further questions or corrections, the report was filed for audit.

6. OPERATIONS REPORT: Ms. Molly Moser gave the Operations Reports for April, May and June 2016.

7. OTHER BUSINESS:

- a. **Conference Center Kitchen:** Ms. Molly Moser advised the Board that the ice machine in the Conference Center kitchen was no longer working and needed to be replaced. Ms. Moser stated that approval to purchase a new ice machine is needed. She stated that the cost to purchase the new machine is \$3,895. After discussion, Mr. John Thomas made a motion to approve the expenditure to purchase the ice machine. The motion was seconded by Mr. Mike Warren and approved by all present.
- b. **Christmas Tree/Decorating Committee:** Ms. Moser briefed the Board on what decorations we have used in the past to decorate the Civic Center, i.e. Christmas tree, garland, wreaths, etc. Molly stated complaints were made last year about our decorations. Mr. Mike Warren suggested that a committee be appointed and then asked for four (4) volunteers. After a brief discussion, the committee will consist of Ms. Neomia Banks, Ms. Micki Wright, Mrs. Laura Donaway and Mr. Izair Lankford. Mr. Mike Warren stated that the committee would meet in the near future.
- c. **Marketing Collateral:** Ms. Moser briefed the Board on the need to replace the outdated material used in marketing the Civic Center. Ms. Moser stated that the cost would be approximately \$5,000. After discussion, Mr. Charles Perkins made to motion to approve the expenditure for marketing material. The motion was seconded by Mr. John Thomas and approved by all present.

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- d. **Texas Midwest Magazine Advertisement:** Ms. Moser advised that the Texas Midwest Magazine was due for renewal, and briefed the Board on the contents associated with renewing the ad. Molly stated that the renewal amount was \$850. After a brief discussion, Mr. Shaun Martin made the motion to approve the expenditure. The motion was seconded by Mr. Tom Boecking and approved by all present.
- e. **Bond/Capital Improvement Updates:** Mr. Howdy Wayne Lisenbee, Director of Capital Improvements, gave an overview of the bond/capital improvements for the City of Abilene.

8. ADJOURNMENT: There being no further business, the meeting adjourned at 4:52 p.m.


Mike Warren, Chair


Sylvia Reed, Secretary


Molly Moser, Manager