

JUNE 15, 1988

The Manatee County Civic Center Authority met in REGULAR SESSION at the Civic Center, Palmetto, Florida, Wednesday, June 15, 1988, at 7:30 a.m.

Present were:

W. Stuart Gregory, Chairman
O. M. Griffith, Vice-Chairman
A. Robert Hynton
P. Allen Schofield
Thomas W. Harrison
Eugene Wiseman

Absent was: Russell A. McInerney

Also present were:

John Graham, Director
Kim Umana, representing R. B. Shore,
Clerk of Circuit Court

Representatives of the various news media were present.

The meeting was called to order by Chairman Gregory.

PERSONNEL

The Chair introduced Catherine Casalaina, secretary.

MINUTES

Motion was made by Mr. Hynton, seconded by Mr. Wiseman and carried unanimously, to approve the minutes of May 18, 1988.

CONSENT AGENDA

John Graham, Director, presented the Consent Agenda. Items approved:

Expenditures Over \$1,000

Laventhol & Horwath - Food Service Appraisal	\$2,400.00
County Parks & Recreation - Grounds Maintenance	1,000.00
Blalock, Landers, Walters & Vogler - Attys Fees	1,048.75
Florida Power & Light - Electricity	6,738.98

FINANCIAL REPORT

Mr. Graham presented Revenue and Expense Statement and Balance Sheet.

Motion was made by Mr. Schofield, seconded by Mr. Wiseman and carried unanimously, to approve the Financial Statement (May 31, 1988).

UTILIZATION REPORT

The Director submitted/reviewed the Utilization report for May, 1988.

Discussion: Car sales events; High School graduations.

INSURANCE/CONFERENCE WING

Mr. Graham submitted comments of Dick Johnston, Risk Manager, and Siver Insurance Management Consultants recommending changing the policy of insurance requirements for room rentals in the conference wing. It was recommended a Certificate of Insurance or endorsement to the Policy showing the Civic Center as Additional Insured be required.

He stated that coverage is available at a cost of \$31.25 for groups consisting of less than 150 people and \$125.00 for larger groups.

Discussion: Competing with local establishments; liquor liability insurance; Diversified Food Service (DFS) coverage; etc.

Mr. Graham stated the current policy is that small groups (except those using Longboat Key Room) sign a waiver if no liquor is served; groups who serve liquor are charged for insurance.

Disposition: Continue policy; request Siver contact DFS insurance agent to determine what DFS policy covers.

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(Cont'd)

DIVERSIFIED FOOD SERVICE**American Cancer Society**

Mr. Graham submitted a copy of a letter from Jim Hager, DFS, to the American Cancer Society in reply to complaints regarding food and dessert served at the Society's Annual Auction.

Disposition: Kathy Rippley, Promotions and Marketing Coordinator, to contact the American Cancer Society to request its future patronage.

Inventory

The Director referred to a letter from John Pettigrew, counsel for DFS, enclosing a check in the amount of \$2,016.36 as reimbursement for missing inventory. Inasmuch as the cost of a missing food slicer and food chopper was not included, he requested direction as to settlement.

Disposition: If DFS will not accept paying for half of the equipment, then full amount will be subtracted from contract price should the Authority purchase the food service.

Laventhol & Horwath Appraisal

Regarding the appraisal of DFS by Laventhol & Horwath for the proposed purchase by the Authority, Mr. Graham stated that all requested documents have been forwarded and work has commenced.

AUTHORITY MEMBERSHIP

The Director reported that the County Administrator has forwarded to the Board of County Commissioners a request for early appointment of new Authority members.

AUTHORITY OFFICERS

The Chairman appointed all Authority members to serve as a Nominating Committee for appointment of officers.

Request: Nominating Committee for appointment of officers.

Disposition: All Authority members appointed.

Following request for a Nominating Committee to appoint officers, the Chairman appointed all Authority members to that committee.

HIGH SCHOOL PROMS

The Director stated that at the beginning of the school year, the Promotions Coordinator will be making presentations to the local High School Prom Committees to promote use of the Civic Center.

DIRECTOR - EMPLOYMENT AGREEMENT

Mr. Graham submitted renewal of Executive Director Employment Agreement.

Motion was made by Mr. Griffith, seconded by Mr. Wiseman and carried unanimously, to approve the contract.

RECORD S9-29**BOY SCOUTS OF AMERICA - REFUND**

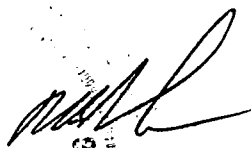
Motion was made by Mr. Schofield to approve a refund to the Boy Scouts of America in the amount of \$575 for duplicate payment. Motion was seconded by Mr. Hynton and carried unanimously.

MEETING ADJOURNED


There being no further business, the meeting was adjourned.

Attest:

APPROVED:



Clerk



Chairman

Adj: 8:29 a.m.

/sgf