



CAPITOL THEATRE

**MINUTES OF THE  
GREATER WHEELING SPORTS & ENTERTAINMENT  
AUTHORITY**

**May 28, 2019**

**Members Present:** Robert Herron (Chair), David Croft, John Culler, Rocky Fitzsimmons, Ned George, Rich Lucas and David Palmer, Karen Stakem

**Members Absent:** Kevin Duffin, (excused)

**Others Present:** Doug Campbell (Arena/Theatre), Dennis Magruder (Arena/Theatre)

**Media:** None

With a quorum present Mr Herron, called the meeting to order at 8:00am.

Mr. Herron thanked the Board for their support and well-wishes while he as absent.

On a motion by Mr. Lucas and seconded by Mr. Culler, minutes of the April 2019 meeting were passed unanimously.

**FINANCIAL REPORT**

Mr. Magruder presented Financial Reports for the month of April 2019.

<b>April 2019</b>	<b>GWSEA</b>	<b>WesBanco Arena</b>	<b>Capitol Theatre</b>
Total Operating Revenues	241,241.89	86,868.97	154,372.92
Operating Expenses	242,223.52	146,562.50	95,661.02
Income From Operations	(981.63)	(56,693.53)	58,711.90
Non-Operating Income	1,922.11	1922.11	0.00
Net Income/Loss	940.48	(57,771.42)	58,711.90

Mr. Magruder reported that based on where the company is now, he would expect to end the year in the black.

Mr. Palmer moved to accept the financial report while Mr. Croft seconded. The motion carries unanimously.

## **OPERATIONS REPORT**

Mr. Magruder gave an update on the progress of Edith Schuler and the new accounting system being implemented by Mrs. Schuler using the QuickBooks application. He noted that she is under a deadline and that after speaking with her, he reported that she fully intends to make the deadline imposed upon her.

Mr. Magruder went on to praise Mrs. Schuler's work noting that she has been "a blessing" for the staff. She has been very reliable and extremely hard working and she gets along well with everyone on staff.

Mrs. Gwynn and her staff will be in next week to begin the re-audit.

Mr. Croft questioned if Mrs. Schuler has found anything wrong or any findings. Mr. Magruder answered that she has not found anything wrong. He also reported that she will not stay beyond what has been asked as she has other things she would like to focus on.

Mr. Palmer asked who would be inputting things into QuickBooks once Mrs. Schuler leaves. Mr. Magruder responded that he has talked with Mrs. Schuler and she is very confident that Penny Rodgers is very capable of handling what needs to be done once she leaves. She has even offered to "spot-check" every now and then just to make sure everything was okay.

Mr. Magruder provided the Board with a report on the past Spring events as well as upcoming events to finish out the fiscal year.

Mr. Magruder also provided the Board with a number of summer projects including the freon testing project on the ice as well as a chiller problem that will be in the works in the summer months.

Mr. Croft moved that the Board go into executive session. Mr. Culler seconded the motion and the Chairman entered in executive session at 8:11am.

The Chairman brought the Board out of executive session and back into regular business at 8:13am.

Mr. Magruder reported to the Board this is the time of year to renew licenses. He noted that fingerprinting and signatures will be required from the executive committee.

Upon approval from the Board, the next regularly scheduled meeting will be 6/27/19.

Mr. Herron discussed the ice situation a little further. Mr. Magruder reported that the testing (scanning) of the surface would be done sometime in late June/early July after the football season.

He questioned if they scanned the surface and found a specific leak, what would be the game plan. Mr. Magruder responded that if a specific leak were found, a contractor would be called in to take out the specific patch and repair the area.

Mr. Croft asked what "Plan B" would be if multiples areas (leaks) would be found during the scan. Mr. Magruder responded that at that time he would defer to the Board for direction but most likely "limp through" another season in order to put together an effective plan for the following season.

**COMMITTEE REPORTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

None

Motion to adjourn into by Mr. Culler. Seconded by Mr. Croft. With no further business, Mr. Herron adjourned the meeting sat 8:17am.

The next regularly scheduled meeting of the Board will be June 27, 2019 at 8:00am

Respectfully submitted,

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Robert Herron, Chairman

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David Croft, Secretary