



San Jose Arena Authority

**Annual Meeting of the Board of Directors
HP Pavilion at San Jose
President's Room
525 W. Santa Clara Street
San Jose, CA
December 5, 2012
4:00 p.m.
Meeting Minutes**

Board Members in Attendance:

Mark Burriss	Kris McFarland
Robert Coelho	Dan Orloff
Joe Di Salvo	Bruce Pinsky
Barbara Keegan	Ray Purpur
Kevin Klink	John Veargason
Bob Leininger	Charles Whitcomb

Staff in Attendance:

Chris Morrissey (Executive Director)
Shelly Wang (Administrative Assistant)
Patricia Deignan (City Attorney)

Board Members Not in Attendance:

Kansen Chu	Leland Wilcox
Jonathan Clough	Rani Yadav-Ranjan
Pierluigi Oliverio	

1. Call to Order/Roll Call/Introductions

The San Jose Arena Authority convened the Annual Meeting of the Board of Directors at 4:00 p.m. in the President's Room at HP Pavilion at San Jose.

2. General Business

a. Review and Approve October 2012 Regular Meeting Minutes. Approved.

3. Executive Director and Staff Reports

3.1. Executive Director (Morrissey)

a. Accept Verbal Reports on Arena Authority Oversight

- HP Pavilion at San Jose: Autumn Street closure notices were sent out by the Arena Authority and the Department of Transportation for the American Communications Network event. The Arena Authority has also engaged the Office of Cultural Affairs, SJPd, DOT and HP Pavilion Management in discussions regarding the administration of event permits for Autumn Street and Arena Green.
- Sharks Ice at San Jose: Tournaments will be hosted over the holidays.
- San Jose Municipal Stadium: The seats in the Municipal Stadium grandstand have been removed in preparation of re-sealing the seating area. The parking lot will be re-stripped in February 2013.

- b. Accept Report on Arena Authority Administrative Issues
 - South Campus Operations Team: A map featuring proposed locations of the directional signs in the south campus area has been submitted to the Department of Transportation for review and comment.

3.2. Administrative Assistant (Wang)

- a. Accept Reports on Upcoming Pavilion Events. The Pavilion will host Barry Manilow on 12/06 and How to Train Your Dragon from 12/26-30.
- b. Accept Verbal Report on Activities at Sharks Ice at San Jose. Sharks Ice at San Jose will host two tournaments during the December Holidays: Holiday High School Showdown and Winter Classic.

4. **Committee Reports**

4.1. Executive Committee/Organizational Oversight Committee (Chair: Coelho)

- a. Accept Reports on Pavilion Vicinity Transit and Development Projects. Arena Authority staff, members of the Executive Committee and representatives from HP Pavilion Management met with DOT staff to discuss the various projects in the Pavilion vicinity. The Arena Authority Board would like to engage the DOT on a regular basis to keep the Board apprised of plans relating to Pavilion vicinity transit projects.
- b. Accept Verbal Report on Executive Director Compensation Adjustment. The compensation for Executive Director Morrissey was approved and adjusted retroactive to July 01, 2012. It is the first salary adjustment for the Executive Director since Fiscal Year 2008-09.

4.2. Finance Committee (Chair: Veargason)

- a. Review and Approve September 2012 Financial Statements. Approved.
- b. Accept Verbal Report on Midyear Budget Adjustment. Due to the salary adjustment for the Executive Director, a midyear adjustment to the financial statements will be reflected in the January financial report.
- c. Review and Approve FY 2011-12 Year-End Financial Statements. Approved.

4.3. Ad Hoc Board Recruitment Committee (Chair: Di Salvo)

- a. Accept Report on Current Board Vacancies. The Board has requested that the deadline for the current vacancies be extended until January 31, 2013. The Board would also like to see the vacancies posted on the City website and neighborhood association message boards, continue the efforts for a diverse pool of candidates and outreach to the neighborhoods in the vicinity of Municipal Stadium.
- b. Accept Report on Election of Board Officers for January 2013. There will be an election of Board officers at the January 2013 Board meeting. Board members who are interested in serving as a Board officer are encouraged to contact Executive Director Morrissey.

4.4. Ad Hoc San Jose Sports Hall of Fame Committee (Chair: McFarland)

- a. Accept Verbal Report on 2012 Sports Hall of Fame Program. Board members who attended the Sports Hall of Fame induction dinner felt that the program was a success.
- b. Accept Report on 2010 High School Scholarship Program. Palo Alto High School was sent a \$2,500 check for the 2010 High School Scholarship recipient. The 2011 High School Scholarship has not yet been disbursed.

- 4.5. Ad Hoc Facilities Committee (Co-Chairs: Veargason and Burriss)
- a. Accept Verbal Report on Pavilion Capital Program Reimbursements. HP Pavilion Management is in the process of finalizing invoices for reimbursement submittal.
 - b. Accept Verbal Report on FY 2013-14 Capital Budget Preparation. HP Pavilion Management has requested an extension for the submittal of the FY 2013-14 capital budgets to the City and the Arena Authority.
- 4.6. Ad Hoc San Jose Municipal Stadium Committee (Co-Chairs: Veargason and Di Salvo)
- a. Accept Report on Capital Budget Recommendations for Municipal Stadium. The Board memorandum on stadium capital budget recommendations was forwarded to the City.
- 4.7. Ad Hoc Community Programs Committee (Chair: Leininger)
- a. Review and Approve Additional Funding for City and Community Events Program Applicant: Mexican Heritage Corporation. No motions were approved. The Board has requested that the Mexican Heritage Corporation provide the following additional documentation: (1) MHC annual financial statements; (2) Vivafest! event financial details; (3) detailed information regarding steps taken and amounts already collected to address the funding gap; (4) ramifications to MHC of not receiving requested funding from the Board.
 - b. Discussion on Amended City and Community Events Policy Document. Discussion tabled for the January 2013 Board Meeting.
 - c. Accept Report on City and Community Events Program Applicant: CAL FIRE. Many attended the memorial service held in honor of Fire Battalion Chief Van Wormer.
 - d. Accept Report on At-Risk Youth School Program at Sharks Ice at San Jose. Information regarding the At-Risk Youth School Program was sent to members of the San Jose Unified School District.

5. **Open Forum**

- a. Recognition of Board Chairman Robert Coelho. Board Chairman Robert Coelho has resigned his Board position due to a change in his professional responsibilities. The Arena Authority presented Chairman Coelho with a commendation from the Mayor and City Council and an award from the Arena Authority for his years of service and leadership of the Board.
- b. Arena Authority staff member Shelly Wang asked all Board members to names of organizations that could benefit from the Arena Authority Ticket Distribution Program.

6. **Adjournment**

The meeting adjourned at 5:30 p.m.

Submitted by:

Shelly Wang