



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes Civic Centre Commission

*Chairman Jeff Coe
Nicholas Yackley
John J. McAuliffe
Dave Blank
Cameron Kellenberger
Gary Anderson
Jim DeMatthew
Krystyna Sarrazan
Sara Nicholson*

Wednesday, March 24, 2010

5:30 PM

Festival Hall-Green Room

Call To Order and Roll Call

PRESENT: 7 - Jeff Coe, Nicholas Yackley, Dave Blank, Cameron Kellenberger, Jim DeMatthew, Krystyna Sarrazan and Sara Nicholson

ABSENT: 2 - John J. McAuliffe and Gary Anderson

Approval of Minutes for the February 24, 2010 Meeting to Approve the Minutes

New Business

10-4906

Subject: (Direct Referral) Rik Edgar, Executive Director of the Civic Centre, appeared before the Commission to present the February financial reports.

Recommendation of the Civic Centre Commission on 03-24-2010:
Receive and File
Received and Filed

10-4907

Subject: (Direct referral) Sara Andrews, Event Coordinator of the Civic Centre, appeared before the Commission to present the Civic Centre's completed lunch and dinner menus and rental policies. Sara explained that the package pricing has been well received by clients. The Civic Centre now has three separate menus: a luncheon menu, a small event menu and a Banquet/ Wedding menu. Commission member Krystyna Sarrazin asked about a breakfast menu, and Sara explained that they are in the process of creating one.

Recommendation of the Civic Centre Commission on 03-24-2010:
Receive and file
Received and Filed

[10-4908](#)

Subject: (Direct Referral) Commission members Krystyna Sarrazin and Sara Nicholson reported on the Festival Hall decor project. Sara explained that the decorating consultant felt that if Festival Hall was to be renovated it should be completed at one time and not in phases. The consultant recommended the following changes: new carpet, painting in neutral colors, new drapes and new seating. Commission member Nick Yackley suggested a study or survey be done to get client input about the project. The Commission asked that the decorating sub committee get quotes on how much the renovation would cost. Sara and Krystyna will give updates at the next Commission meeting.

Recommendation of the Civic Centre Commission on 03-24-2010:
Defer to the next meeting

Recommended For Further Consideration

[10-4909](#)

Subject: (Direct Referral) Rik Edgar, Executive Director of the Civic Centre appeared before the Commission to give a re-cap of events. Rik stated that both Racine Fight Night 6 and the Irish Comedy Tour went very well.

Recommendation of the Civic Centre Commission on 03-24-2010:
Receive and file
Received and Filed

[10-4910](#)

Subject: (Direct Referral) Civic Centre Commission Chairman, Jeff Coe discussed purchasing a used box truck for the Civic Centre. Chairman Coe explained that currently the Civic Centre staff must push equipment between Memorial and Festival Hall, which is a liability especially during the winter months. The current truck that is utilized by the facility is very old pick-up truck that cannot meet all of the needs that the Centre has.

Recommendation of the Civic Centre Commission on 03-24-2010:
Approve
Approved

The next meeting to appear before this Commission is scheduled on April 28, 2010. The Commission members will meet at the Memorial, please meet at the lower entrance just off of the parking lot.

**There being no further business to appear before this Commission
the meeting adjourned at 6:50 pm.**

Respectfully Submitted,

**Jeff Coe
Civic Centre Chairman**