

**Minutes of the Meeting of the  
BOARD OF DIRECTORS of the  
DETROIT REGIONAL CONVENTION FACILITY AUTHORITY  
Cobo Conference & Exhibition Center**

**January 29, 2015**

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A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on January 29, 2015, pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

**I. ROLL CALL.** The regular meeting was called to order by Chairman L. Alexander at 8:36 a.m.

**PRESENT:** Director J. Abdo (via telephone), Director L. Alexander, Director M. Carroll, Director W. Guillebeaux, and Director L. Canada

**ABSENT:** None.

**ALSO PRESENT:** P. Bero, T. Connors of SMG, T. Tuskey, G. Brown, E. Duff, Esq. of Garan Lucow Miller, P.C., and M. Powers of DMCVB

**II. APPROVAL OF MINUTES.** A motion to approve the Minutes of the regular meeting of the Authority held December 11, 2014 by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

**III. RESOLUTION TO ACCEPT 2014 DRCFA FINANCIAL AUDIT.** Presentation of the 2014 Financial Audit by P. Fueling of Doeren Mayhew. Motion to accept the 2014 DRCFA Financial Audit Report by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

**IV. CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included updates on the following:

a. Motion to Approve Resolution for SMG Incentive Fee 2013/2014 as presented in Leadership Brief by M. Carroll.

**UNANIMOUSLY APPROVED**

b. DRCFA Financials 12-31-14  
c. DRCFA Financials 11-30-14

- d. DRCFA Financials 10-31-14
- e. Report on meeting with DTE and Back-Up Generator update

**V. COBO ART SUB-COMMITTEE REPORT.** CEO/CFO Patrick Bero presented a report on the Sub-Committee Agenda from meeting held January 21, 2015.

**VI. REPORT OF GENERAL MANAGER.** Facility General Manager Thom Connors of SMG presented his report which included the following discussion and action items:

- a. NAIAS 2015 Wrap-Up Report
- b. December SMG/Cobo Financial Report by S. Schuster
- c. Sales Update by G. DeSandy
- d. Resolution to Approve Wheelchair Lift Replacement as presented in Leadership Brief by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

- e. Resolution to Approve Floor Planning Software Update as presented in Leadership Brief by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

- f. 2015 Employee Health Benefits Renewal. Motion to Accept Recommendation for 2015 Employee Health Benefit Renewal as presented by the Director of Human Resources and Administration by L. Canada.

**UNANIMOUSLY APPROVED**

**VII. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON CAPITAL IMPROVEMENTS & UPGRADES.** Committee Chair W. Guillebeaux presented a summary of pertinent items addressed in the Sub-Committee Meeting Agenda dated January 26, 2015. The Committee Chair presented the following recommendations for Board action:

- A. Resolution 2015-01-20-01 to Proceed with the Replacement of Ballroom Ceiling Air Diffuser Grilles - Michigan Air Products / Metro / JCI by M. Carroll.

**UNANIMOUSLY APPROVED**

- B. Resolution 2015-01-29-02 to Issue a Task Order to SDG for the Provision of AE Services to Prepare Design Concepts & Schematic Documents for Renovation of the Eatsville Kiosk in the Main Concourse by M. Carroll.

**UNANIMOUSLY APPROVED**

- C. Resolution 2015-01-29-03 to Extend the Term of the Authority's Use of the Assigned DBA - SDG Professional Services Agreement Through July 31, 2015 and Revise Hourly Fee Rates by M. Carroll.

**UNANIMOUSLY APPROVED**

- D. Resolution 2015-01-29-04 to Amend Professional Services Agreement with Mannik & Smith Incorporating the Reallocation of TEDF 1, 4 & 5 AE Construction Engineering and Administrative Services Deleted from the Authority's Agreement with Kahn-SDG by M. Carroll.

**UNANIMOUSLY APPROVED**

- E. Resolution 2015-01-29-05 to Proceed with the Installation of Infrastructure to Reduce the Time for Connecting Portable Back Up Electrical Generators by M. Carroll.

**UNANIMOUSLY APPROVED**

- F. Resolution 2015-01-29-06 to Proceed with the Expedited Installation of 3 - 2MVA Portable 480v Back Up Electrical Generators for the 2015 NAIAS by M. Carroll.

**UNANIMOUSLY APPROVED**

- G. Resolution 2015-01-29-07 to Amend Construction Contract with Thalner Electronic Laboratories, Inc. to Incorporate the Provision of Upgraded TV Monitors in the Food Court Area & Food Tasting Room by L. Canada.

**UNANIMOUSLY APPROVED**

- H. Resolution 2015-01-29-08 to Proceed with the Procurement of Main Concourse Hospitality Furniture by M. Carroll.

**UNANIMOUSLY APPROVED**

**VIII. UNFINISHED BUSINESS.** None.

**IX. NEW BUSINESS.** None.

**X. PUBLIC COMMENT.** None.

**XI. ADJOURNMENT.** A motion for adjournment of the regular meeting at 12:34 p.m. by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

Respectfully submitted,



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Joseph Abdoo, Secretary

**Approved: March 12, 2015**

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