

Minutes for MFF Board Meeting of December 08, 2019

All board members in attendance : Timothy Wood (Woody), Ian Layton (Rama), Lara Lester (Datahawk), Vince Lopez, Cheetah Goletz, and Robert King

Absent: Toby Murono (Perro)

Guests:

AGENDA

Roll Call and Quorum Check
President's Report
Officer and Department Head Reports
- Convention Chair
- Operations
- Legal
- Contracts
- Treasurer
Determination of Charity gift amount
New Business

Meeting start time – 12:06 pm

Welcome to the At-Convention meeting!

All board members present except Perro – quorum is met.

President's Report

This year we have overcome various challenges to produce a terrific convention. We have encountered a few unexpected financial liabilities, but nothing we can't cope with.

Officer and Department Head Reports

- Convention Chair (Rama)

We had multiple challenges this year. We may actually have a slight drop in attendance. But, once the convention started things have run smoothly. We had some hiccups early in registration, and people started to line up two hours before registration opened, but that seems to be the most visual issue. The dog show on Sunday is currently causing us a few minor problems. Security has encountered a minor incident that is being worked, but nothing major.

– Registration

Registration overall has run significantly better than last year and SEI has really stepped up in the last two weeks. Our largest problem was insufficiently loud yelling to announce completed badges which is very fixable. The unwanted guest is either not here or not making waves. In general, things are going smoothly. Optically we seem to have survived a one year attendance hiccup and we expect to resume growth.

General post-mortem from Rama planned for after the convention with a presentation at our January meeting.

January meeting agenda item – outgoing chair’s report.

– Operations

As stated earlier, SEI really stepped up in the last two weeks to meet all needs for Art show and Registration. In general Registration processed registrations 1.5 x faster than last year

Cheetah – SEI’s largest run rate item is AWS and we have some leads on improving that.

--Legal (Syn) -- things have gone very smoothly.

– Contracts (Cheetah) – we had an enormous amendment applied to the facility contract at the last minute, but we survived it with few difficulties.

The county sued Rosemont. Rosemont now has to collect a ticket tax on the convention center. We are working on getting a blanket exemption, but we can’t count on it. There is a small chance we will have to pay.

We could have an attrition hit at the Hyatt Rosemont. There was a high rate of cancellation at the Hyatt Rosemont because people confused it with the Hyatt Regency in spite of our best efforts to inform them.

Aloft – is offering us a zero liability contract with same terms – rates to be lower than Hyatt. We fill the Aloft. Motion to accept the Aloft contract. Motion passed unanimously.

– Treasury (Vince) – \$513,000 in expenditures so far. Expect post con expenses of about \$10,000 and possible taxes of \$25,000. We expect to have a surplus. \$112,000 estimated surplus. Regarding contract with Hyatt Rosemont, attrition only bites us if we don’t hit 76%, so we are looking safe. A 65,000 invoice has been accounted for.

Determination of charity gift amount

The budgeted charity check is \$30,000. Suggestion we at least match last year’s check. Good optics and good finance. Last year we budgeted 30K and we made the check 50K. Suggest we at least match last year’s check.

Cheetah asking Nowan – any unexpected F&B expenses? Will get back to us.

Cheetah not aware of any unexpected expenses. Rama has a few, but not huge. A/V slightly over: Some new expenses: Boom camera, Streaming expenses. These seem to be worth it. Data on hired security: Some increase, but not excessive.

Cheetah asks Keno on convention center expenses on family emergency issue and tables? \$50 per table for overages? Budget for CC was 100K, got it in for 80K. Cheetah feeling comfortable mostly. Table cost discussion. Also in-house AV vs Oddy helps us cement relationship.

Cheetah suggests we do another \$50,000? Felines and Canines say that their at table donations are down from last time – maybe due to location? Also they don't seem to stand out as much. Maybe we need to scale up signs and scale? Need big charity banner? Woody proposes \$60,000? Maybe not sustainable? Future costs may be higher due to the concessionary nature of the big halls this year only. Cheetah says we should not go after reserves to have a larger check. Adhesive Issues with the floor stickers – maybe we should have them done (printed) by CC? Cheetah says we should protect our reserves.

Vince – if we go with 60K, we will have 80K surplus left.

Motion: Select charity donation amount to be \$60,000.00.

Approved – Unanimous.

New Business

Next meeting in January.

Need to think about the structure of our hotel contracts going forward. Hotels start releasing their inventory around end of January.

Meeting closed at 12:45pm