

- First two Open Skate events were very successful and looking to add another date in February. DCU was the sponsor and also supported by WXLO.
- Firefighter Reception staffed by SMG full-time employees helping to keep expense minimal.
- Cake Presentations by Sweet continue to be well received by Artists and Promoters.
- Sharks attendance is slightly ahead with group numbers up and season tickets parallel. The months ahead of January, February and March are their most crucial. San Jose officials were in last weekend for a Q&A event session, which was well received by season ticket holders. SMG has one year left in the Sharks agreement and are now beginning initial negotiations.

a. Sales Report – Jim Moughan

- Mass Green Career Conference / October 2012 – possibly looking at two events per year
- DayGlow Concert has another proposal in hand for a repeat event in 2012
- Worcester EMS Conference for May 2012 is reviewing our proposal

b. Financial Statements – November 2011 -Julia Iorio

- Actual Events (41) / Budgeted (30) - very positive impact in the numbers putting us at \$33,000.00 over budget for the month.
- Year to Date - Net Operating Income coming in at \$190,000.00 over budget thru 11/30.
- Continuing to see savings in the category of indirect expenses

Commissioner Capone questioned an overage of \$47.00 in the category of Luxury Seating and how that figure is calculated. In addition, Commissioner Capone inquired as to the current cost of luxury seating. Sandy stated that individual luxury seats are now at \$4,800.00 and are bought in pairs. However, there are various deal packages that are bundled with advertising packages which include luxury box seats. These deals can range from 1 to 3 year packages. A few box seats have come up for sale just recently.

Commissioner Pietrewicz inquired if Heather had confirmed with the Budget Office regarding the figures for the carpet and the marquis were inflated. Heather agreed that this was correct and an updated document will be provided to the Commission.

6. New Business –

Commissioner Capone readdressed the Dunkin Donuts Express space. The law department has counseled that there are no conflicts with signage as it pertains to DCU's naming rights to the venue. Heather intends to have the architects rename the space itself to just "retail space", with no name assigned. Preliminary discussions for Dunkin Express are looking to be very aggressive. SMG and the City are discussing which agreement types; license vs. lease, short term vs. long term, etc. and what may be best route long term. Sandy Dunn commented that it is probably too early to say who will occupy the space. Rather, the focus is to engage that street side, on the interior and exterior, rather than having it a wall as it currently is. Commissioner Capone asked to inquire with the DPW about assigning three parking spots (with a 20 minute limitation) in this area in order to entice people to use the retail space.

7. Dates and Time of Subsequent Meetings

*Thursday, February 23rd, March 22nd and April 26th, 2012
DCU Center Conference Room - 12 Noon*

Commission Pietrewicz moved to adjourn the meeting; Seconded by Commissioner Capone.
(4 yeas, 0 nays) *Motion passed.*

Meeting Adjourned – 12:52 pm



**CIVIC CENTER COMMISSION
MONTHLY HIGHLIGHTS
FEBRUARY 23, 2012**

EVENTS & MARKETING

- **Pats lose, but USA wins!**

On February 4 & 5, the DCU Center hosted the 2012 Fed Cup with major milestones made in Women's Tennis. Serena Williams clinched a win for USA against Belarus, putting USA back in contention for World Group I while sister, Venus hit the courts for her first match since dropping out of the US Open and being diagnosed with Sjögren's syndrome. Pictured below is Team USA (left) and Jim Moughan and USTA Chairman of the Board and President, Jon Vegosen (*right*) with a Sweet cake presentation.

Fran Paquette, Chairman, and City Councilor Palmieri represented the Civic Center Commission and the City of Worcester respectively in accepting a plaque from the USTA which will become a permanent installation here at the DCU Center. A replica was presented at center court on the second day of the matches with the final engraved version to be forwarded in the near future. A location for the installation is still to be determined.

The event was broadcast nationally on the Tennis Channel and had an impact on the entire city. USTA New England held a clinic on the Wednesday prior (Feb 1) in the Exhibit Hall of the DCU Center where more than 400 WPS students attended to learn about fitness, healthy living and the sport of tennis. The Mayor, City Manager, Superintendent of Schools, and the Governor were all in attendance. The students received their own tennis racquet and ball and got to ask TEAM USA questions about fitness and their lifestyle. Many even got to play with Venus! USTA hosted the opening night banquet at Tuckerman Hall and the Draw Press Conference and lunch at Mechanics Hall. Participants and officials were in the City for the week and attended many local restaurants and cultural attractions.



- **6 Foot Five Cupid** - Harlem Globetrotters' Ambassador of Goodwill, Wun "The Shot" Versher, visits Worcester Monday, February 13 and Tuesday, February 14 and will be making a variety of appearances to promote the Harlem Globetrotters 2012 Rookie Class World Tour at the DCU Center on Sunday, February 26 at 2PM. The appearance schedule included a Valentine's Day surprise for our naming rights partner (and event sponsor) DCU- at their corporate headquarters!



FOOD & BEVERAGE DEPARTMENT



- **Bridal Expo Excitement** - The Savor booth presentation at the recent Bridal Expo proved to be a head turner with both on site interest for reception space as well as requesting Savor to cater off site and/or provide a coordinated candy bar as seen here.

OPERATIONS, HOUSEKEEPING, & PHYSICAL PLANT DEPARTMENTS

- **Concourse Showcase Signage** - A complete retrofit was done in house on the outdated electronic message centers located on the concourse. It is expected that we will receive National Grid rebate monies for the use of LED in the new units. Several have already been sold to new advertisers – Harvard Pilgrim and Commerce Bank.
- **No Snow Zone** – Lower demand for snow removal has positively impacted the demand on staff, supplies and equipment. Expecting to net a savings if current weather patterns continue.

FINANCE AND HUMAN RESOURCES DEPARTMENT

- **Human Resources** - Bureau of Labor Statistics Occupational Injury reporting completed in January. 653 W-2's for calendar year 2011 distributed to employees. Total gross wages: \$4.1M. 1099's calculated and distributed to vendors by 1/31/12 deadline.
- **Year End** – Annual OSHA 300A log completed and posted for 2/1/12 due date.
- **Finance** – Transition has begun to move all local banking from Bank of America to Commerce Bank.

SALES DEPARTMENT

Monthly Sales Report - January 2012

Name	Banquet/ Social	Conference/ Convention/ Tradeshow	Date of Event	# of Days	Anticipated Attendance	New Business	Repeat Business
Banquet/Social Contracts							
Annese/Barrett Wedding Reception	1		11/17/2012	1	150	1	
Shrewsbury High School Senior Prom	1		5/25/2013	1	500		1
Evangelical Haitian First Baptist Church	1		6/30/2012	1	300	1	
	3			3	950	2	1
Conference/Convention/Tradeshow Contracts							
CareerMD Career Fair		1	10/15/2012	1	75	1	
2012 Magic the Gathering Regional		1	6/9-10/12	2	600	1	
Artist Simply Being Human Dance		1	1/11-13/13	3	500	1	
Worc. Reg. Research Bureau Annual Mtg.		1	5/30/2012	1	200		1
UCF Jack Frost Challenge		1	1/5/2013	1	3,000		1
Jamfest Jingle Jam		1	12-7-8/12	2	3,000		1
Worcester State University		1	5/12/2012	1	7,000		1
Monsters of Hip Hop		1	11/9-11/12	3	250		1
2012 NE Assoc. Press News Ex. Assoc. Conf. and Annual Meeting		1	9/14/2012	1	140	1	
Castleberry Fairs Holiday Craft Festival		1	11/29-31/12	3	8,000	1	
2012 Nat. MS Society Greater NE Chapter Conference & Annual Meeting		1	10/20/2012	1	250	1	
Rock & Shock		1	10/12-14/12	3	5,000		1
Samsung AT&T Note Training Tour		1	2/15-16/12	2	200	1	
Commerford Zoo Kids Fair		1	2/1-3/13	3	8,000		1
Transfusion Medical Conference		1	11/14/2012	1	300		1
The Great Estate Roadshow		1	2/13-18/12	5	250		1
MA Teen Pregnancy Conf.		1	11/6/2012	1	200		1
DayGlow Concert - Ex Hall		1	4/18/2012	1	5,000		1
Cross Country Education Seminar		1	5/3/2012	1	40		1
		19		36	42,005	7	12

Proposals

	Banquet/ Social	Conference/ Convention/ Tradeshow	Date of Event	# of Days	Anticipated Attendance	New Business	Repeat Business
Samsung AT&T Note Training Tour		1	2/15-16/12	2	200	1	
Annese/Barrett Wedding Reception	1		11/17/2012	1	150	1	
2012 Nat. MS Society Greater NE Chapter Conference & Annual Meeting		1	10/20/2012	1	250	1	
Regina Villa Assoc.		1	May. 2012	1	250	1	
North Worc. Spanish Jehovah Witnesses		1	4/5/2012	1	250	1	
Another Jehovah Witness Group		1	4/5/2012	1	100	1	
MA Environmental Health Assoc.		1	May. 2012	1	100	1	
Nypro Corp. Meeting		1	3/13-14/12	2	100	1	
Hammond Wedding Reception	1		6/30/2012	1	200	1	
CVB - Assoc. Lead		1	Jun. 2012	3	300	1	
Fred Pryor Seminar		1	7/10/2012	1	30		1
Fred Pryor Seminar		1	7/12/2012	1	30		1
Vanacore Wedding	1		5/18/2013	1	150	1	
RI United Church of Christ Annual Mtg.		1	5/6/2012	1	1,100	1	
MBHP Statewide Meeting		1	6/15/2012	1	350	1	
Energy Efficiency Appreciative Inquiry Summit		1	4/9-10/12	2	200	1	
Bethsaida Christian Center Gospel Concert		1	6/23/2012	1	700	1	
Sherwin Williams Pro Show		1	4/24/2012	1	150	1	
Taking Control of Your Diabetes		1	9/20-21/12	2	800	1	
MPI/NE Educational Conference		1	5/23-24/12	2	200	1	
Child Passenger Safety Conf.		1	9/19-20/12	2	200	1	
2012 Nat. MS Society Greater NE Chapter Conference & Annual Meeting		1	10/20/2012	1	250	1	
PCB Design East		1	Apr. 2013	4	1,200		1
Future Horizons/Autism		1	Mar. 2013	1	300	1	
Amazing Pet Expo		1	TBD	2	4,000	1	
Peak Potentials		1	Fall. 2012	3	800	1	
Eastern Outdoor Reps		1	Aug. 2013	2	1,000	1	
Rockwell Automation		1	Spring 2013	3	400		1
Mass Watershed Coalition		1	4/19/2012	1	150	1	
DeSylia Wedding	1		TBD	1	150	1	
Institute for Brain Potential		1	4/24/2012	1	270		1
New England Pop Warner		1	Nov. 2012	1	4,000		1
Homeland Security Conference		1	5/3/2012	1	400	1	
General Motors Training		1	5/9-11/12	3	500	1	
AOE Event/Concert		1	Spring 2012	1	5,000	1	
Castleberry Fairs		1	11/29-2/1/12	3	8,000	1	
Hayes Birthday	1		6/23/2012	1	140	1	
University Campus Park Prom	1		May. 2012	1	150	1	

US Naturalization Program		1	5/2/2012	1	2,500	1
Cancer Bike Ride Dinner	1		5/3/2012	1	150	1
Christian Concert Promoter		1	TBD	1	6,000	1
Mass Youth Soccer Lunch	1		12/2/2012	1	200	1
American Planning Association		1	10/17-18/12	2	600	1
Sam's Club		1	3/1/2012	1	60	1
US Attorney's Office		1	5/8/2012	1	550	1
US Attorney's Office		1	4/9/2012	1	350	1
	8	38		68	42,930	40
						6

Site Visits & Appointments

Marie Annese & Mike Barrett - Wedding
 Ivy Hammond - Wedding
 Emmanuel Allatey - Bethsaida Christian Center
 Jeff Lombardy - Sherwin Williams
 Jeff Lombardy & Ben Hullmold - Sherwin Williams
 Worc. Hotel Partners Mtg. Re: MPI/NE Conference
 New England Soc. Of Assoc. Executives New England Tradeshow - Cambridge
 Imperial Distributors group
 Sandy Ellis - MA Nurses Assoc.
 Marta Ginetti - Intern, summer 2012
 State Police
 Alan D'Alessandro
 Reliant Medical Group
 Amy Domain/General Motors
 Terry Mullins/Castleberry Fairs
 M.S. Society Staff
 Apostolic Church Staff
 Andi Esposito/Associated Press Conf.
 Kayla Harkness/MA Independent Car Dealers Association

Conf./On sale Arena Events

U.S. Synchronized Skate Championships	3/1-3/12
Disney on Ice	4/19-22/12
Nickelback	4/28/2012

Trackable overnight room pick-up for Jan. 2012

Event	Date	# of Days	Rm Nights
Spirit Sports Cheerleading	1/13-15/12	3	
TNA Wrestling	1/20/2012	1	