



## COLUMBUS CIVIC CENTER & COLUMBUS ICE RINK ADVISORY BOARD MINUTES

June 13, 2024

Chairman:	Jack Rosenhammer (absent)
Interim Director:	Lisa Goodwin
Managers Present:	Valencia Evans, Detrevious Thomas, Jennifer Babin, Rae McConnell
Members Present:	Johnson Trawick, Jessica Hergott, Robert Wadkins Jr., Romeo Byll, Daniel Woodward, Jacob Greer, Gregory Blue,
Members Absent:	Orrin Hergott, Charles E Huff Jr., Katie Bishop, Terrance Little, Jenny Teague, Jack Rosenhammer

### **Interim Director/ Deputy City Manager, Lisa Goodwin:**

- Called meeting to order at 11:06am
- May 15, 2024, minutes received.

### **Update Interim Director/ Deputy City Manager, Lisa Goodwin:**

- FY25 Budget approved. It is 4 million over the FY24 budget. There is a 2% cost of living for all full-time employees and 1% for the retirees. This goes into effect July 1<sup>st</sup>.
- The last meeting we talked about a number of things that we are purchasing. We are replacing the Zamboni's and have purchased 2, however, it takes from 12 to 18 months to get them in.
- We have received tree lights for use during outside events. We no longer will need to rent them for our evening events.
- We received a parking lot vacuum and will ordered a backup, as well.
- We are going to be purchasing an awning for use over the Amphitheatre.
- We will be replacing the telescopic seating. The vendor came in already to take the measurements
- We are purchasing directional signage and also digital signage for the building.

### **Ice Rink**

The Pro shop was under the hocky agreement, with a 3<sup>rd</sup> party agreement with Jack Rosenhammer to manage it. The River dragons under the new agreement no longer want to handle it. We will now have to do a contract or lease agreement with Jack Rosenhammer. Our Community Reinvestment Department is working with our Real estate attorney to get a lease together. We had put out an RFP,

Jack was the only respondent and because he is a board member, in accordance with a City Ordinance that bid was rejected.

Johnson Trawick-does this effect Jack being a member board? Lisa-Yes it could.

**Liberty Theatre:** Lisa Goodwin:

We are working with a committee on the 100 Centennial Celebration that takes place next year. We are working on the roof replacement as well.

Johnson Trawick- What is the status of the chillers. Lisa Goodwin-waiting on additional funding.

Lisa Goodwin- Today is Columbus Techs graduation. We have a company that is going to be filming the graduation. Anytime we have Filming on City property in Columbus the City has to approve and a film Location agreement must be signed.

Lisa Goodwin discussed upcoming events for June and July. Juneteenth events city wide and the Jubilee at the civic center on June 22<sup>nd</sup>.

Johnson Trawick- How man people are expected for the Jubilee? Lisa Goodwin- Last year we had 2500.

Lisa Goodwin- The groundbreaking at Golden Park was yesterday.

Johnson Trawick- are there concerns about parking issues? Lisa Goodwin-No, we have overflow parking. There has been talk about a parking structure, but we will have to wait and see what the Economic Development opportunities will look like once the new park opens.

Lisa Goodwin- we are working on different shows. Romeo Byll- What part does this board play in the artist or shows that come in here? Lisa Goodwin- This board doesn't. You are an Advisory Board. But if you know of a promoter that may want to bring a show send them to us or help us connect with them in some way. We would like you to come to events so that you can give us feedback to help us improve on delivery, guest experience and the like.

Daniel Woodward- Suggested to get in touch with the ownership of the soccer team they may want to come back to the Civic Center. Can we get the cost of turf? Lisa indicated she would look into it.

Discussion on finance. Board would like a larger breakdown of financials.

Discussion on what is considered capital or maintenance.

Discussion on hiring a new director.

We will schedule to do a tour of the building at next meeting.

The next meeting is Scheduled for August 15, 2024, 2:00pm Civic Center Hospitality Suites.

Respectfully submitted,

*Rae McConnell*

Rae McConnell, Board Secretary

Meeting adjourned at 12:07pm



## COLUMBUS CIVIC CENTER & COLUMBUS ICE RINK ADVISORY BOARD MINUTES

August 15, 2024

Chairman:

Jack Rosenhammer

Interim Director:

Lisa Goodwin (absent)

Managers Present:

Kanise Wiggins, Valencia Evans, Detrevious Thomas, Jennifer Babin, Jennifer McVay, Caryn Hammond, Josaland Hardwick, Rae McConnell

Members Present:

Jack Rosenhammer, Johnson Trawick, Jessica Hergott, Robert Wadkins Jr., Romeo Byll, Daniel Woodward, Orrin Hergott, Katie Bishop, Terrance Little

Members Absent:

Charles E Huff Jr., Jenny Teague, Gregory Blue, Jacob Greer,

### Chairman, Jack Rosenhammer:

- Called meeting to order at 2:06pm
- June 13, 2024, minutes approved.

### Update/ Kanise Wiggins:

- We are currently in the mist of a transition audit. This happens when a department head leaves, and another takes the helm.
- Our new roof is completed.
- The HVAC is in progress.
- We are still looking for board members to come to our events to give feedback.
- We are waiting to hear back from community reinvestment on the Ice rink pro shop lease agreement.
- We received approval from council to increase the hourly rate for our temporary pool workers.
- There is no update on finance today. We will get you the FY24 financials as soon as we get them.

Jack Rosenhammer- when you say temporary pool workers what do you mean. Kanise-it is part time staff such as the changeover crew, Skate monitors, security, and event attendants.

- Kanise reported on upcoming events. Jack Rosenhammer questioned the long lines that may happen because of the Indian Garba and Tri-City Latino festival happening on the same day. Kanise Wiggins explained that the events were at different times and should not be a problem.

- Katie Bishop ask about a country show. Kanise Wiggins stated we are having a country show but could not discuss the artist until it was final.

**Caryn Hammond, Events Facilitator:**

Caryn introduced herself as the new Events Facilitator.

- We have been working on events to make sure they are properly executed.

**Troy Vanerson, Operations:**

Discussed upgrades in the building.

- Putting new safety strips on stairs.
- Working on replacing the telescopic seats.

Daniel Woodard suggest that we get a drone up and film the new roof for documentation of any problems or concerns.

**Marketing, Jennifer Babin:**

- Discussed social media.
- Working on new signage.
- Working on sponsorships.

**Ice Rink, Tre Thomas:**

- The Ice rink reopened for a new season August 1<sup>st</sup>. We have a full schedule with Auburn women's and Men's teams scheduled for practice and games.
- We have several private events and birthday parties scheduled along with regular CHA events.

**Box Office Valencia Evans:**

Everyone was presented with a list of events on sale and events going on sale.

Discussion on how we could change the walk-up market.

The next meeting is Scheduled for November 21, 2024, 1:00pm Civic Center Hospitality Suites.

Respectfully submitted,

*Rae McConnell*

Rae McConnell, Board Secretary

Meeting adjourned at 3:00pm



## COLUMBUS CIVIC CENTER & COLUMBUS ICE RINK ADVISORY BOARD MINUTES

November 21, 2024

Chairman: Jack Rosenhammer  
Interim Director: Lisa Goodwin  
Managers Present: Kanise Wiggins, Valencia Evans, Detrevious Thomas, Jennifer Babin, Jennifer McVay, Caryn Hammond, Josaland Hardwick, Rae McConnell  
  
Members Present: Jack Rosenhammer, Jessica Hergott, Romeo Byll, Daniel Woodward, Charles E Huff Jr., Orrin Hergott, Terrance Little  
  
Members Absent: Jenny Teague, Gregory Blue, Jacob Greer, Katie Bishop, Johnson Trawick, Robert Wadkins Jr.

**Chairman, Jack Rosenhammer:**

- Jack Rosenhammer called the meeting to order at 1:08pm.
- August 15, 2024, minutes approved.

**Update/ Lisa Goodwin:**

- Spoke about the new polar deck.
- The new telescopic seating is being installed. This new seating also has handrails that makes going up and down for the patrons safer. This was funded through the Friends account.
- The 2 new Zambonis' will be here in January.
- We have added hawking to the venue. We will start that at the next hockey game to see how well it will work.
- Lisa discussed the issue with the poor quality of ice at the ice rink and a suggestion that Jack had to remedy this issue. We met with facilities maintenance to discuss adding an interior wall to provide another layer to maintain the humidity levels in the building. Daniel suggested we also look at an air curtain that would do the same thing but less costly. Lisa agreed to explore this option as well.
- We invite you again to come to events, see what is happening and give feedback.

**Discussion:**

Jack Rosenhammer spoke about the women's hockey tournament.

Daniel Woodward wanted to know if we would like him to do an audit of the roof. He can fly his drone over the roof to check for leaks. Lisa-we will get with Chance Corbitt to take care of this audit.

The next meeting is Scheduled for February 20, 2025, 2:00pm Civic Center Hospitality Suites.

Respectfully submitted,

*Rae McConnell*

Rae McConnell, Board Secretary

Meeting adjourned at 1:44pm





## COLUMBUS CIVIC CENTER & COLUMBUS ICE RINK ADVISORY BOARD MINUTES

February 20, 2025

Chairman: Jack Rosenhammer  
Interim Director: Kanise Wiggins  
Managers Present: Valencia Evans, Jennifer Babin, Caryn Hammond, Troy Vanerson, Rae McConnell

Members Present: Jack Rosenhammer, Jessica Hergott, Daniel Woodward, Charles E Huff Jr., Orrin Hergott, Terrance Little

Members Absent: Jenny Teague, Gregory Blue, Jacob Greer, Katie Bishop, Johnson Trawick, Robert Wadkins Jr., Romeo Byll

**Chairman, Jack Rosenhammer:**

- Jack Rosenhammer called the meeting to order at 1:04 pm.  
November minutes are to be approved at the next meeting. Quorum not met.

**Update/ Kanis wiggins:**

- Went over upcoming events.
- The parking lot is getting restriped.
- We will be meeting with the Clingstones today working on the logistics.
- We are getting uniforms for the operations team to better identify them.
- We are actively searching to hire an admin specialist for the Ice Rink.

**Events/ Caryn Hammond:**

- Discussed past events and upcoming events.
- We invite you again to come to events, see what is happening, and give feedback.
- Discussed issues with Military night at the River Dragons game. Suggestions were more vending, and or allowing them in the building 2 hours prior to doors.

**Operations/Troy Vanerson**

- Getting telescopic eating installed.
- New cameras have been installed to enhance security.
- We got a stage cover for the amphitheater stage.
- Zambonis should be here the 1<sup>st</sup> week of March.

**Marketing/ Jennifer Babin**

- Discussed marketing strategies and how social media is used to market events.

The next meeting is scheduled for May 15, 2025, 10:30 am, Civic Center Hospitality Suites.

Respectfully submitted,

*Rae McConnell*

Rae McConnell, Board Secretary

Meeting adjourned at 1:44 pm





## COLUMBUS CIVIC CENTER & COLUMBUS ICE RINK ADVISORY BOARD MINUTES

**August 21, 2025**

Chairman: Jack Rosenhammer

Interim Director: Kanise Wiggins

Manager's Present: Valencia Evans, Caryn Hammond, Josaland Hardwick, Jennifer McVay, Troy Vanerson, Jeremy Delany, Jennifer Babin

Member's Present: Jack Rosenhammer, Daniel Woodward, Katie Bishop (teams), Terrance Little (teams), Romeo Byll (teams)

Member's Absent: Charles Huff Jr, Gregory Blue, Jacob Greer, Jennifer Teague, Jessica Hergott, Orrin Hergott

### **Chairman, Jack Rosenhammer:**

- Call the meeting to order at 2:10 pm
- February minutes are approved.

### **Update, Kanise Wiggins:**

- **Concessions:**
  - Working on improving concession flow of traffic.
  - Researched Amazon's Walk-Off Program; proposal to be submitted to City Council for potential upgrades.
- **Partnerships & Sponsorships:**
  - Built partnerships at the Ice Rink.
  - Sent proposal for **hospitality suites naming rights**.
- **Marketing & Advertising:**
  - Sending out weekly advertisements (e.g., hospitality suites).
  - Ads have generated new inquiries about suites.
  - Upcoming focus: advertising the **arena** and **amphitheater**.
- **Community Outreach:**
  - Attended Saturday Farmers Market with a Civic Center table.
  - Shared venue offerings, event updates, and public skate times.
- **Ticket Sales:**
  - Most shows are selling well.

- Example: **Jeff Dunham show in November** had strong pre-sale performance.
- **Wishlist / Improvements:**
  - Upgrade **security check-in** from metal wands to **standing metal detectors** for quicker guest ingress and improved safety.
  - Address **elevator issues**: outdated system, slow movement, and lack of accessibility options for guests with disabilities.

**Events, Caryn Hammond:**

- **Staff Training:**
  - Training part-time staff (ushers & event attendants).
  - Implementing best practices observed at other venues.
  - Focus: improving customer service during events.

**Operations, Troy Vanerson:**

- **Building Updates & Maintenance:**
  - Installing new carpet in the administrative office.
  - Preparing for the upcoming hockey season (e.g. machine readiness)
  - Continuing building improvements such as painting and upkeep.

**Marketing, Jennifer Babin:**

- **Advertising & Marketing:**
  - Secured a **half-page ad** in *Visit Columbus Magazine* starting next year.
  - Running ads for all Ticketmaster events to promote fall shows.
  - Noted success: Civic Center ranked **2nd highest in pre-sale tickets** for Jeff Dunham show.
- **Partnerships & Outreach:**
  - Expanding partnerships, including ongoing work with **MWR**.
  - Planning to attend MWR's annual Oktoberfest event with the team.
  - Collaborating with **CSU professors** to bring students for class credit projects and internships.
- **Social Media Growth:**
  - Increased views, reach, and followers on Civic Center and Ice Rink's social pages.

**Ice Rink, Jeremy Delany:**

- **Ice Rink Maintenance & Upgrades:**
  - Completed maintenance work over the summer.
  - Secured new partnerships for dasher boards and added big-name sponsors on the ice (e.g. Pepsi)
- **Programming & Scheduling:**
  - Increased available ice times (e.g., freestyle skating, stick time).
- **Concessions & Guest Experience:**

- Proposed enhancing food options by converting the concession stand into a mini grab-and-go market, open during skate hours.

**Finance/Concessions, Jennifer McVay:**

- **Financial & Reports:**
  - July reports presented for FY26.
  - Reviewed capital orders.
- **Concessions & Equipment:**
  - Implementing changes to concessions.
  - Updating some equipment.
  - Continuing work on the mini market project.

The next meeting scheduled for , Civic Center Hospitality Suites.

Respectfully submitted,

*Janine Abano*

Janine Abano, Board Secretary

Meeting adjourned at 3:05pm

