



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

**SEPTEMBER 21, 2023**

Chairman: Jack Rosenhammer  
Interim Director: Lisa Goodwin  
Managers Present: Jennifer McVay, Troy Vanerson, Kanise Wiggins, Valencia Evans, Detrevious Thomas, Nixon Patterson  
Members Present: Jenny Teague, Jessica Hergott, Johnson Trawick, Orrin Hergott, Terrance Little, Daniel Woodward, Jacob Greer, Katie Bishop  
Members Absent: Gregory Blue (excused), Nicole Adderly

Chairman: Jack Rosenhammer called meeting to order at 10:16am  
June 7, 2023, minutes approved.

### **Interim Director Lisa Goodwin:**

- Welcomed the new members Jacob Greer, District 5 and Katie Bishop District 10 and offered a tour of the Civic Center, encouraged them to attend our events.
- We have created a new window at the Box Office. A lot of people are in line just to ask questions about seating or about getting on the app or just whatever information they want, but they must wait in line until they can get to that Box Office personnel.  
With this new window, guest don't have to wait in a long line to get their questions answered.
- Discussed the process of replacing the chillers. Jacob stated he is a state certified licensed contractor and if he could get specs he will see if he can find a vendor that could install in less than 64 weeks.
- The other large project we are working on is the roof replacement. We have had contractors coming and taking measurements. We are hoping to get a price on that soon. That is one of those SPLOST projects that we have.
- We are looking at the cost of replacing a Zamboni. We are also getting a quote on a portable vacuum that will help get the trash up after a big event.
- We have confirmed seven out of nine board members for the Liberty Theatre. We have two that will be confirmed on September 26<sup>th</sup> at the next Council meeting. Once we get the full board in place, we will begin holding those board meetings getting them up to scale on what we are looking to do at the Liberty.
- We have an ongoing camera project. This is implemented throughout the city buildings on the interior and exterior. Here at the Civic Center, they are placing them in the parking lots entrances and exits and throughout the building.
- On the Ice Rink, the team and I met with Jack the other day to talk about some concerns and processes that we are looking to work through. We have approved in the FY24 budget for the purchase of replacement skates. We will keep you updated on this.
- We did make an offer for a marketing manager and that person is still being processed right now, once things have cleared, we will let you know who that will be and get you more information.
- On the Director's position we are still accepting applications. There has been no movement on that position at this point. We did at one time have a person that we made an offer to and things kind

of fell through the cracks on that. I don't want to give you a time frame, but we are not moving quickly on it. We are just going to take our time so that we can get the best person in. Once we get there, we will certainly let you know.

- The Assistant Director is Kanise Wiggins. She was recently appointed Assistant Director. This is the first Assistant Director that the Civic Center has had, and it was approved in the FY24 budget.
- Discussion on the different agencies used for hiring the Director.
- We are working with Uptown on the World Kayak Championship and providing bike racks to them for that event. We work with organizations such as that to assist.

**Assistant Director/Marketing Manager: Kanise Wiggins:**

- Some of the things that we've been working on in the building are definitely building relationships with our tenants, just making sure that we are having several meetings with them to help market and create collaboration. As you may know, we have Spookfest that is coming up on October 14<sup>th</sup> and for that event we are partnering with the Columbus River Dragons, the Columbus Lions, and we're also partnering with the new soccer team, which is Foundry FC. I will be sending you some information. We would love for you to be ambassadors for this event and send out information to all of the companies that you're affiliated with so we can get candy donations. If you have been to some of our Halloween events in the past, they bring out thousands of people. So, this is a great way to be an ambassador for the Civic Center and push to our community.
- We are actively engaging on our social media pages. We have grown in numbers and we're officially at 40,000 fans on Facebook and if you look at all our social media reels, they have thousands of views.
- Most recently, our concert, Soul fest, has 60,000 views and if you look at the engagement for the upcoming event, that's going to take place this weekend, which is the first women's hockey tournament that will be at Columbus Ice Rink has received a lot of engagement as well. So, if you guys could please share and let as many people know about that event also. We just want everyone to continue to help us market the Columbus Civic Center and tell people about the great things that we have going on at the building this week.
- We have a lot of sponsorship opportunities within the building. We received a sponsor this week which is Direct Auto Sales Insurance. They will be one of our Spookfest sponsors and we also have sponsorship opportunities within the building for other companies that would like to be involved at the Civic Center, on our concourse, on our marquee and to partner with our other self-generated events.
- Katie- requested information on events to use her expertise in helping with marketing. Kanise will schedule a call outside of this meeting.

**Jennifer McVay: Finance:**

- Expense reports were sent to everyone. If you have questions, I'll be happy to answer them.
- We have upgraded our POS system at our concession stands at the Civic Center and at the Ice Rink, it makes our point of sale quicker.

Jack requested last year's physical report along with some other revenue reports.

- We are still working on new hires for the intermediate staff. If you know of anyone looking for part-time work, ask them to go to [columbusga.org](http://columbusga.org) and apply.

**Operations: Troy Vanerson:**

- The new carpet has come in for the Civic Center. We are pricing a container trailer to store it in.
- I am working with Jason Gibson to remove the soccer field stored in the back.
- We have a Q alert system for work orders, to be able to track maintenance and be more efficient.

**Box Office: Valencia Evans:**

- Gave ticket sales update on upcoming events.
- Ticket sales market was discussed. Explained that we are a walk-up market.

**Events Facilitator: Nixon Patterson:**

- Spoke about building security.
- Discussed the additions in the lobby. The Art gallery, photo op area and the new Guest Services window.

**Ice Rink: Detrevious Thomas:**

- We are getting ready for our first Women's tournament. It starts Friday and goes on through Sunday. The men's Auburn Hockey team starts with 2 games this weekend, one on Friday and one on Saturday.
- We continue to book parties.
- We will have our first Haunted Skate Event on October 7<sup>th</sup>. We have partnered with Girl's Inc. and some other local businesses to help with the candy.

**Q&A**

- Jack would like a report on the Liberty Theatre and the Civic Centers responsibilities at the next board meeting.

Next meeting November 16, 2023, 10:00am Civic Center Hospitality Suites.

Respectfully submitted,

*Rae McConnell*

Rae McConnell, Board Secretary

Meeting adjourned at 11:10am