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Jodi Davis  
*General Manager*

**SMEAA OFFICERS**  
Mike Coffey, Jr.  
*Chairman*  
Mary Frances Squires  
*Vice-Chairman*  
Brad Mills  
*Secretary*  
Jeanette Goza  
*Treasurer*

**SMEAA MEMBERS**  
Deborah Grant  
Marissa Lesko  
Jason Loftus  
Gail Simpson  
Tony Smarjesse  
Bill Taft  
Terry Young

***Springfield  
Metropolitan  
Exposition &  
Auditorium  
Authority***

**BOARD MEETING MINUTES**  
**February 13, 2024**  
**12:00 PM**

The regular Board Meeting of the Springfield Metropolitan Exposition and Auditorium Authority was called to order at 12:05 PM in the Boardroom of the Bank of Springfield Center by Chairman Mike Coffey, Jr..

A roll call was taken and the following Board Members were present, representing a quorum:

Ms. Goza  
Ms. Grant  
Ms. Lesko  
Mr. Loftus  
Mr. Mills  
Ms. Simpson  
Ms. Squires  
Mr. Young

Also present were Jodi Davis, General Manager; Janet Jennings, Dir. of Finance; Justin Reichert, Legal Counsel; Noel Dalbey; Jim Dickey.

Mr. Coffey asked if there were any statements from visitors or guests.

Mr. Coffey asked for a motion to approve Action Item A & B, which were the Board Meeting Minutes from January 29, 2024 and the Lease Contracts. A motion was made by Mr. Mills, and seconded by Ms. Simpson. A voice vote was taken, motion carried.

Mr. Coffey stated that Action Item C is to withdraw the RFP and reject the current bid for the carpeting project since the specs were not written correctly. He stated that the RFP will be redone and submitted for specific commercial grade carpeting. Mr. Coffey asked for a motion to withdraw the bid as presented. A motion was made by Mr. Mills, and seconded by Ms. Lesko. A voice vote was taken, motion carried.

Mr. Coffey stated that everyone has a copy of the printouts for the signs. He explained that he, Ms. Davis, Ms. Tavine, Mr. Smarjesse and Mr. Young had a meeting with Ace Sign Company. Mr. Coffey stated that he also inquired about having signage inside the building. Ace Sign Company provided two (2) drawings for the exterior and interior signage. The interior will be the same size sign as the exterior sign and hung at both entrances to the building. This will give The Center the ability to sell ads, promote the events and other announcements. Mr. Coffey stated that he has talked to legal counsel to see if since Ace Sign Company is the

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only company that is a Watchfire dealer in the area, if we can accept their bid as proposed. Mr. Coffey asked for a motion to accept the bids from Ace Sign Company for the exterior and interior signage and exempt from the bidding requirements because they are the sole source provider in the area. A motion was made by Mr. Mills, and seconded by Ms. Squires. A voice vote was taken, nine (9) Ayes and two (2) absent. Motion carried. A discussion took place regarding the resolution, which was the concern at the last meeting. Mr. Coffey stated that this signage meets the City Signage Requirements and is the best size for visual.

There was no Chairman's report presented at this meeting.

Mr. Coffey called upon Ms. Goza to give the Finance Committee Report. Ms. Goza stated that the Finance Committee met at 11:50 AM.

Ms. Goza stated that the Finance Committee approved the list of bills as presented, but needed full Board approval.

Mr. Coffey asked for a motion to approve the list of bills. A motion was made by Mr. Mills, and seconded by Mr. Young. A voice vote was taken, motion carried.

Ms. Goza stated that there was one (1) expenditure over \$1,000.00, but the Finance Committee voted to table expenditure.

*1. Entec - \$34,839.98...Labor, Material & Related Charges – Chiller 1*

Ms. Goza explained that the original repair cost was anticipated to be around \$1,000.00 but it came in at \$40,000.00 and were able to get it down to the current \$34,839.98. She explained that the Finance Committee was not satisfied with the adjustment and think that it should be lower. Mr. Coffey asked Ms. Davis to explain the details of this expenditure. Ms. Davis stated that Entec had come to replace a sensor that failed and during the repair the O-Ring behind the sensor failed causing the gas to leak out. Mr. Reichert stated that the question was whether the repairs to the sensor triggered something that caused the O-Ring to fail. Ms. Davis stated that Entec said that there was no way to prevent the O-Ring failure and that it was a design flaw in the model. A discussion took place regarding how to traverse the matter of what/who caused the situation where the original cost should have been around \$1,000.00 but then the bill is presented to be roughly \$40,000.00 and then lowered to \$34,839.98. Ms. Goza stated that without additional information she did not feel that it was right to pay this expenditure at this time.

There was no General Counsel report presented at this meeting.

Ms. Davis presented the General Managers report. Ms. Davis stated that she would like to update the Board on the RFPs that were approved last month. The Lower Level Sound system was awarded to ATS and the Floor Scrubber was awarded to Masco Packaging.

Ms. Davis stated that she printed out copies of the Upcoming Events calendar for everyone so it is easier to see the events open to the public.

Ms. Davis stated that the Preferred Caterers list is open to new Caterers and stated that in addition to the current Preferred Caterers she had four (4) businesses that are interested in being added to the list. They are Wyndham Center, Nancy's Pizza, Mission BBQ (return caterer) and Bloom Hospitality & Catering.

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Ms. Simpson inquired if any of the caterers were a minority business. Ms. Davis stated that she was not sure. At which time, Ms. Goza stated that none of the caterers were a minority business. Ms. Goza stated that she knows a few business owners that might be interested. A discussion took place regarding cost and when the contracts need to be turned in. Ms. Davis stated that she will send the Board members a copy of the contract and the current Preferred Caterers list.

Mr. Coffey asked for a motion to adjourn. A motion was made by Mr. Mills, and seconded by Mr. Young. A voice vote was taken, motion carried and the meeting was adjourned at 12:22 PM.

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Tracy Motter  
Office Manager

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Mr. Mike Coffey, Jr.  
Chairman