

**San Jose Arena Authority
Special Annual Meeting of the
Board of Directors
Meeting Minutes
December 8, 2011**

1. Call to Order/Roll Call/Introductions

The San Jose Arena Authority convened the Special Annual Meeting of the Board of Directors at 6:00 p.m. in Conference Room 1 at HP Pavilion at San Jose.

Present: Mark Burriss, Robert Coelho, Joe Di Salvo, Donna Garcia-Cowsert, Barbara Keegan, Kevin Klink, Bob Leininger, Patricia Lord, Kris McFarland, Dan Orloff, Bruce Pinsky, Ray Purpur, Charles Whitcomb, and Rani Yadav-Ranjan

Absent: Jonathan Clough, Kansen Chu, Pierluigi Oliverio, John Veargason, and Lee Wilcox.

Guest: Lance Motch (San Jose Giants)

Staff: Chris Morrissey (Executive Director) and Patricia Deignan (City Attorney)

2. General Business

- a. Review and Approve October 2011 Meeting Minutes. Approved.

3. Executive Director and Staff Reports

3.1. Executive Director (Morrissey)

- a. Accept Verbal Reports on Arena Authority Oversight. Executive Director Morrissey reported on the following items:
HP Pavilion at San Jose: Annual financial statements for the City-related accounts are being finalized. City, HP Pavilion Management, and Arena Authority have met to discuss a number of high-energy events in December.
Sharks Ice at San Jose: Annual Report on operations due in January 2012.
San Jose Municipal Stadium: The Giants are preparing their capital and maintenance budgets for 2012 and preparing their annual payment to City.
- b. Accept Verbal Reports on Arena Authority Administrative Issues.
Diridon Station Area Good Neighbor Committee: No report.
Diridon Station Area Master Plan: No report.
South Campus Operations Team: The committee will meet in January 2012 to discuss street directional signs with the Department of Transportation.
Administrative Assistant Position: Anticipating posting the position in January 2012. Staff will look into posting options and will forward job description to Arena Authority Board for distribution.

3.2. Administrative Assistant

- a. Accept Verbal Report on Upcoming Pavilion Events. Sharks home games in December and National Figure Skating Championships in January 2012.

- b. Accept Verbal Report on Activities at Sharks Ice at San Jose. Holiday Tournament in December, and Martin Luther King Jr. Tournament in January with 52 girls' teams expected to participate.

4. Committee Reports

4.1. Executive Committee/Organizational Oversight Committee (Chair: Coelho)

- a. Accept Report on FY 2011-12 Committee Appointments. New committee assignments were included in the Board materials.

4.2. Finance Committee (Chair: Veargason)

- a. Review and Approve September 2011 Financial Statements. Approved.
- b. Accept Report on FY 2011-12 City Suite Use Agreement. The agreement for the Pavilion City suite was included in the Board meeting materials.
- c. Review and Approve FY 2010-11 Year End Financial Statements. Approved.

4.3. Board Recruitment Committee (Chair: Di Salvo).

- a. Accept Verbal Report on Current Board Vacancies. The committee will be reviewing Board composition in January 2012.

4.4. San Jose Sports Hall of Fame Committee (Chair: Leininger)

- a. Accept Verbal Report on 2011 Sports Hall of Fame Program. The 2011 Sports Hall of Fame event was very well presented and attended.
- b. Accept Verbal Report on 2010 High School Scholarship Program. No response yet from the high schools regarding their scholarship letters.
- c. Accept Verbal Report on 2011 High School Scholarship Program. Currently in discussions with the Sports Authority on the 2011 scholarship amounts.

4.5. Facilities Committee (Co-Chairs: Veargason and Burriss)

- a. Review and Approve Report on Pavilion Advertising Plan/Spirits Agreement. Approved.
- b. Accept Verbal Report on FY 2012-13 Capital Budget Planning for HP Pavilion at San Jose and Sharks Ice at San Jose. Capital budget planning meetings anticipated to begin in January 2012.

4.6. San Jose Municipal Stadium Committee (Co Chairs: Veargason and Di Salvo)

- a. Accept Verbal Report on Activities at San Jose Municipal Stadium. Previously reported under item 3.1. a.

4.7. Community Programs Committee (Chair: Lord)

- a. Accept Report on City and Community Events Program Fund Activity. The funding activity report was included in the meeting materials. Almost \$1M in program funding has been provided to applicants since the program began in 2001.

- b. Accept Verbal Reports on City and Community Events Program Applicants:
- Mexican Heritage Corporation. Staff has met with MHC staff to discuss future program opportunities.
 - Hispanic Chamber of Commerce. Staff to review this application regarding potential future application submittals.
- c. Accept Report on City Use Program at Sharks Ice at San Jose:
- 2012 San Jose Firefighters Olympic Hockey Tournament. The City-approved application was included in the Board meeting materials.

5. Open Forum

Donna Garcia-Cowsert reported on a recent change in her employment status.

6. Adjournment

The meeting adjourned at 7:00 pm.

Submitted by:

A handwritten signature in black ink, appearing to read "Chris Morrisey", with a large, sweeping flourish at the end.

Chris Morrisey