



## CIVIC FACILITIES COMMISSION MEETING MINUTES

**DATE:** May 20, 2019

**TIME:** 4:00pm

**LOCATION:** Scope Conference Room

**ATTENDEES:**

**COMMISSIONERS:** Suzy Allen, Dr. James Peterson, Abdul Aswad, Blake Cullen and Anne Phillips

**STAFF:** John Rhamstine, James Rogers, Rob Henson and Charlotte Reese

**I. Opening:** Suzy Allen

**II. Discussion: Updates: John Rhamstine**

- Communications Director
  - Currently conducting interviews for the Director of Communications position. Thus far we have interviewed five candidates with another five to go.
  - Norfolk Theatre and Film Festivals
    - We did such a good job with Norfolk Theatre Festival 2019, we will be having a Theatre and Film Festival next year. We received \$100K for Theatre and \$100K for Film. Rob Cross and Anthony Stockard will be highly involved with both festivals.
  - Tax Credit Process
    - The tax credit process for Scope and Chrysler Hall is moving along. Paige Pollard is currently photographing our facilities.
  - Food and Beverage at Harrison Opera House
    - Mr. Henson met with Russell Allen from Virginia Opera regarding Food and Beverage at Harrison Opera House. Our Lease with Harrison Opera House states that we can sell Food and Beverage. Now that we have new people with a fresh perspective, we've decided to takeover Food and Beverage. Charles with Spectra Food Services is currently developing a proposal for Mr. Henson to review.
- **Project Updates:**
  - Mr. Rhamstine provided a PowerPoint presentation of current projects underway.

### **III. Financial Report:**

- **Updates: Kimberly Bartlett**
  - April 2019 Financials
  - Handouts and reports were provided.

**Meeting Adjourned:** Approximately 4:15pm

#### **Next Meeting:**

- **When:** September 23<sup>rd</sup>
- **Location:** Scope Conference Room
- **Time:** 4:00pm