



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved MONONA TERRACE COMMUNITY AND CONVENTION CENTER BOARD

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Thursday, April 16, 2026

4:00 PM

One John Nolen Drive
Hall of Fame Room

Interpretation and Accessibility

Call to Order/Roll Call

Present: 14 - Cathleen A. Dettmann; Michael E. Verveer; David A. Aguayo; Sheri Carter; Aureliano Montes; Steven M. Peters; Charles A. Erickson; Kevin Scheibler; Dietrich Jessen; Glenn R. Krieg; Eric A. Rottier; James Ring; Elizabeth Doyle and Angela Bozo

Approval of Minutes

A motion was made by Krieg, seconded by Ring, to Approve the Minutes. The motion passed by voice vote/other.

Public Comment

1. [92695](#) 3 mins per person

None.

Disclosures and Recusals

Glenn Krieg and Mike Verveer are both members of the Room Tax Commission. Angela Bozo and Mike Verveer are members of the Monona Terrace Booking Event Assistance Advisory Committee. Eric Rottier manages the Brookfield Conference Center. Chuck Erickson is the chair of the AEC Redevelopment Committee.

New Business / Discussion Items

2. [92696](#) Monona Terrace Nominating Subcommittee Presents Slate of Officers for vote: Steven Peters, Subcommittee Chair

The slate is Steven Peters, Chair; David Aguayo, Vice Chair; Cathleen Dettmann, Secretary

A motion was made by Krieg, seconded by Verveer, to Approve. The motion passed by voice vote/other.

3. [92697](#) Reports Required by the Monona Terrace Agreement:

A. Monona Terrace Small Business and Employment Opportunities 2025 Report

B. Monona Terrace Joint Services with the Alliant Energy Center of Dane County 2025 Annual Report

Attachments: [042026_mt_SmallBusiness_Employment_2025Report.pdf](#)
[042026_mt_JointServices_AlliantEnergyCenter_DaneCounty_2025R](#)

A motion was made by Krieg, seconded by Verveer, to Approve. The motion passed by voice vote/other.

Reports

4. [92698](#) Booking Pace Update: Steve Dongarra, Associate Director Marketing and Event Services

Attachments: [bp_03-31-26.pdf](#)

Booking pace is down slightly from last year, but is closing the gap at only 3% behind. Banquets are slightly slower to book at the moment, but the inquiries are steady it is more about having space available for the dates requested. There has been no decrease in demand or inquiries. Meetings are trending a little higher than last year.

There are 2 more pending conventions for 2027, to add to the 25 confirmed. 2027 continues to look good for conventions. The team is looking for more conferences.

5. [92699](#) Finance Report: Jeff Boyd, Business Manager

Attachments: [fin_03-31-26.pdf](#)

2026 Revenue projection to date is just under budget by 4%. March was a good month, with a revenue surplus of \$66,000. And with expenses coming in under budget, revenues are around \$93,000 to the good. There are 24 conventions yet to be held this year.

Conferences have been doing well, and banquets are spending more than budgeted.

\$17,500 for the first 10 of the year, actual about \$24,000. Helps make up some of the difference on low conventions. Banquets are tight to budget, but the actual spend is about \$1,5000 great than budgeted.

6. [92700](#) Director's Report: Connie Thompson, Director
- A. Administration
 - B. Operations
 - C. Community Relations
 - D. Gift Shop
 - E. Sales and Marketing
 - F. Event Services
 - G. Business Office/Human Resources

Attachments: [dr_04-16-26.pdf](#)

Staff is working on the capital budget. City finance had it's kick off March 17. Agencies have until April 17th to submit their requests.

The 2025 Annual Report has been published. The new graphic designer, Becky Fay did a fantastic job on the design.

AV has been continuing to work on phone related services. The system is fully converted to SIP and with a new carrier. This does require the change to an email based faxing service.

AV pulled new cables to outfit Ballroom A and D with access to ports, that are needed by the tech tables. These wall ports make the space much cleaner and clearer than having to run lines into floor boxes.

Operations has been doing spring cleanup. The rooftop furniture is out as well. Full interior cleaning was completed in March.

Online active shooter training was completed for staff who haven't taken it before.

One of the generator switches isn't working properly and maintenance is getting quotes for repair. Staff has also completed tuning up the chiller and readying the fountain. Additionally, they have been pressure spraying both rooftop and Olin Terrace.

Monona Terrace is participating in a geothermal study with the City's engineering sustainability group. They are evaluating three options for moving forward. This is a multi-year project stretching out past 2030. It requires an assessment of each option, to see what's the best and most affordable.

Community Relations held Terrace Town on Friday, March 13 and Saturday, March 15. There were 11,000 students. 60 teachers, 15 schools participating. 1240 attendees came to the public showing day.

Gift Shop is working on some new inventory of Wisconsin themed items and made-in-Wisconsin items. Staff are also working with the Frank Lloyd Wright Foundation to develop pins, patches, stickers, bookmarks etc.

Parking ramp level 4 and the John Nolen Drive entrance is under construction. Staff is communicating closely with clients and the public. It's expected to be done in mid-August. Staff is working on getting supplementary signage out. The DOA is putting detour signage out.

7. [92701](#)

Announcement from the Chair: Steven Peters, Chair

A. Finance Subcommittee will need to meet before May 21, 2026, Board Meeting.

B. Farewell to Jim Ring.

Finance Subcommittee to meet before the next board meeting.

Farewell to Jim Ring who is resigning from the board after 15 years of service

Adjournment

A motion was made by Verveer, seconded by Ring, to Adjourn the meeting in honor of Jim Ring. The motion passed by voice vote/other.