



City of Madison

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

Agenda - 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, February 18, 2021

4:00 PM

via Virtual Meeting

The City of Madison is holding the Monona Terrace Community and Convention Center Board Meeting virtually to help protect our community from the Coronavirus (COVID-19) pandemic.

1. Written Comments: You can send comments on agenda items to mtcccboard@mononaterrace.com

2. Register for Public Comment:

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you need to join the virtual meeting.

3. Watch the Meeting: If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/WatchMeetings>

4. Listen by Phone:

(877) 853-5257 (Toll Free)

Meeting ID: Zoom Meeting ID 992 7871 2562

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg pab hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Monona Terrace Community & Convention Center
608/261-4000 TTY: 711 (Local) or 800/947-3529

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

January 21, 2021: <http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

1. [64237](#) 3 minutes per comment

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

A quorum of the Monona Terrace Booking Event Assistance Advisory Committee may be present.

PRESENTATIONS

2. [64211](#) Hotel and Meeting Space Demand Study: Jorge Cotte, Senior Director, Brian Harris, Senior Director, and Tom Hazinski, Managing Director, HVS
3. [64213](#) Introduction to New Destination Madison CEO and 2020 Year-End Report: Ellie Westman-Chin, President and CEO, Diane Morgenthaler, Executive Vice President, and John Leinen, Vice President of Convention Sales and Services, Destination Madison

NEW BUSINESS

4. [64215](#) Sound Production and Lighting, LLC Contract Amendment: Bill Zeinemann, Associate Director Marketing and Event Services
5. [64219](#) Finance Subcommittee Report: Glenn Krieg, Committee Chair
A. 2022 Base Room Rental Fees and 2022 Guest Price List for Equipment and Services

DISCUSSION ITEMS

6. [64221](#) Room Tax Commission Report: Glenn Krieg and Mike Verveer, Commissioners
7. [64223](#) Monona Catering Year-End Report: Wendy Brown Haddock, General Manager
8. [64225](#) Finance Year-End Report: Jeff Boyd, Business Manager

9. [64226](#) Booking Pace Update: Bill Zeinemann, Associate Director Marketing and Event Services

10. [64227](#) 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
 - H. Catering

11. [64228](#) Announcement from the Chair: Alice O'Connor, Chair
 - A. Appointment to the Nominating Subcommittee
 - B. The Nominating Subcommittee will need to meet prior to the March 18 Board meeting.

ADJOURNMENT