



City of Madison

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

Meeting Minutes - Draft MONONA TERRACE BOOKING EVENT ASSISTANCE ADVISORY COMMITTEE

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

Tuesday, May 17, 2022

4:00 PM

Virtual via Zoom

Zoom link:

<http://us02web.zoom.us/j/88396098733?pwd=dkpjMTIzSW9ZS3NKdWQwZVJPQUwwQT09>

Meeting ID: 883 9609 8733 Passcode: 787518

To Join by Phone:+1 312 626 6799 US (Chicago),88396098733#,*787518#

CALL TO ORDER / ROLL CALL

Minute Taker: Kathleen Ripp

Present: 4 – Ellie Westman Chin, Michael Verveer, Bill Zeinemann, Tom Ziarnik

Absent: 0 –

Guests: 1 – Jamie Patrick

Westman Chin called the meeting to order at 4:00 p.m. Quorum established.

APPROVAL OF MINUTES

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

PUBLIC COMMENT

None.

DISCLOSURES AND RECUSALS

Michael Verveer is a member of the City of Madison Room Tax Commission and is on the Monona Terrace Community and Convention Center Board. Tom Ziarnik is a member of the Room Tax Commission.

REVIEW FUND ACTIVITY

1. [71391](#) Fund Availability - Fund Activity Memo

Attachments: [2022-05-17_Fund_Activity_Memo.pdf](#)

Westman Chin reviewed the Fund Activity Memo which reflects for calendar year 2022, the committee has \$200,000 to appropriate. After the February 8, 2022, meeting, there existed a balance in the fund of \$207,721. Re-appropriations of \$92,294, leaves the committee with available funds of \$300,015 to consider and appropriate at this meeting. There are six new event requests and the annual fund administration fee on the agenda totaling \$198,925, which will leave a balance of \$101,090 in the fund.

REVIEW FUTURE FUND REQUESTS

2. [71382](#) MT BEA Annual Fund Administration Fee

This is an annual fee as payable as stated in the ordinance.

3. [71383](#) Amer Geophysical Union - 2026 AbSciCon

Attachments: [AmerGeophysicalUnion2026AbSciCon.pdf](#)

BEA Request for \$34,275 for facility rental.

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

4. [71384](#) USA Boxing - 2024 Olympic Trial & 2023 National Championships

Attachments: [USABoxing2024OlympicTrial2023Nationals.pdf](#)

BEA Request for \$67,500 for facility rental.

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

5. [71385](#) World Triathlon Corp - IRONMAN WI 2023

Attachments: [WorldTriathlonCorp2023IRONMAN.pdf](#)

BEA Request for \$29,000 for facility rental.

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

6. [71386](#) Health Physics Society - 2025 Annual Mtg
- Attachments:** [HealthPhysicsSociety2025.pdf](#)
- BEA Request for \$29,400 for facility rental.
- A motion was made by Verveer, seconded by Ziarnik, to Approve. The motion passed by voice vote/other.
7. [71387](#) American Society of Biomechanics - 2024 Annual Conference
- Attachments:** [AmerSocBiomechanics2024.pdf](#)
- BEA Request for \$14,250 for facility rental.
- A motion was made by Zeinemann, seconded by Verveer, to Approve. The motion passed by voice vote/other.
8. [71388](#) American Assoc of Teachers of Japanese - 2024 ICJLE
- Attachments:** [AmerAssocTeachersJapanese2024.pdf](#)
- This agenda item was removed for consideration.

ROLL-OVER OF FUNDS REQUEST

9. [71389](#) Roll-over of funds requests
- Attachments:** [Rollover of Fund Requests 5-17-2022.pdf](#)
- A motion was made by Verveer, seconded by Ziarnik, to Approve. The motion passed by voice vote/other.

EXCEPTION REQUEST

10. [71390](#) Exception Request
- Attachments:** [Exception Request.pdf](#)
- Public Relations Society of America has requested an exception that the 85% slippage on pick-up rooms for MT BEA fund payout be revised to 75%, for the PRSA Travel & Tourism Conference contracted at Monona Terrace for June 18-21, 2023.
- A motion was made by Ziarnik, seconded by Verveer, to Approve. The motion passed by voice vote/other.

NEW BUSINESS

There was no other business.

ADJOURNMENT

Since there was no further business, Verveer moved that the meeting be adjourned. Motion was seconded by Zeinemann. Meeting adjourned.