



CITY OF DOVER

DOVER ARENA COMMISSION-MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Dover Arena – 110 Portland Avenue, Dover, NH 03820
 Meeting Date: **Tuesday, May 20, 2008**
 Meeting Time: **7:00 pm**

Meeting called to order at 7:02 PM at the Sam Allen Conference Room.

Commission Member	Title	5/20/2008	4/15/08	3/18/08	2/19/08	1/22/07	12/20/07
Gary Bannon	Recreation Director		X	X	X	X	X
Pat McNulty	Arena Manager	X	X	X	X	X	X
Brian Wilson	Arena Program Supervisor	X		X	X	X	X
Colleen Carlisi	Arena Marketing Manager	X	X	X	X	X	X
Doug Dede	Counselor Liaison				X		
Dave Goodwin	Arena Commission Chairperson	X	X	X	X	X	X
Jan Nedelka	Commission Member	X	X	X	X		X
Ron Huml	Commission Member	X	X	X	X	X	X
Marty Sullivan	Commission Member	X		X			
Gary Gilmore	Commission Member						
Larry Raiche	Alternate Commission Member	X				X	

- I. **Approval of the minutes:** Motion to accept April’s minutes was made by Ron Huml, seconded by Jan Nedelka.

- II. **Financial Statement:** The arena is posting revenues of \$66,542,38 for April with \$104,367.53 in expenses. For the year to date, the arena is posting revenues of \$1,417,081.47 with \$1,154,905.19 in expenses. Motion to accept the financial statement was made by Ron Huml, seconded by Jan Nedelka.

- III. **Facility Manager Report:** Management is continuing its cleaning and repair of the arena. All of the locker rooms have been cleaned and repainted. Bids are also being accepted for the snow fence on the roof. One of the Zambonis is being repaired downtown and will be ready for next season. Motion to accept the Facility Manager’s report was made by Marty Sullivan, seconded by Jan Nedelka.

- IV. **Recreation Supervisors Report:** Spring programs are going well with 140 participants in the arena 3 on 3 program, 6 teams in the summer coed league and the learn to skate and play hockey programs are nearly full. Preparations for Camp Kool are underway with the Camp Director, Kelly Hamilton, interviewing candidates to serve as counselors for the summer. There has been an upgrade on the RecTrac program and it’s become much more user friendly with the latest updates. At some point, the arena hopes to utilize the program’s Point of Sale system. Motion to accept the Program Supervisor’s report was made by Larry Raiche, seconded by Ron Huml.

- V. **Marketing Status Report:** The payment for the Hannaford dasher renewal came in, which will add \$880.00 to the arena’s facility rental total. The boxing match generated \$1200.00 for the floor rental putting the arena \$5300.00 over its advertising revenue goal of 28,874.00 (14% over the original budget). The boxing match was well attended with 275 visitors and the facility was very well received by coaches and athletes. The second set of radio commercials through the Bay/WTSN has been formulated and has been set for run times. Banner that was purchased last year for \$100.00 is going back up by Wentworth Douglass Hospital for two weeks starting May 19th and ending June 6th. Motion to accept the Marketing Status Report was made by Jan Nedelka, seconded by Ron Huml.

With no further business to discuss, motion to adjourn the meeting was made by , seconded by . The meeting was adjourned at PM.



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Next meeting is set for June 17, 2008 at 7 p.m.

Submitted by: Colleen Carlisi
MARKETING MANAGER