

**CIVIC CENTER BOARD OF MANAGERS  
THURSDAY, OCTOBER 3, 2024  
CENTURY CENTER – RECITAL HALL  
8:30 A.M.**

**MEMBERS PRESENT**

Linda Doshi	Austin Gammage	A. J. Patel
Randy Kelly	Heather Goralski	Aaron Perri
Canneth Lee	Judd McNally	Jill Scicchitano

The meeting was called to order at 8:30 a.m. by President Aaron Perri.

**CONSENT AGENDA**

President Perri entertained a motion to approve the consent agenda, including the Minutes of the 8/15/24 meeting. Linda Doshi motioned to approve; Canneth Lee seconded; and motion carried.

**PRESIDENT’S REPORT**

Aaron Perri welcomed everyone to the special board meeting to review updates on old business originally presented at the 8/15/24 meeting.

**OLD BUSINESS**

**Update on Venues Staffing Plan**

Perri introduced Jordan Gathers, Executive Director, Venues Parks & Arts. Gathers announced that the decision was made to part ways with the former General Manager of Venues. The transition is being managed smoothly and effectively to ensure that the venues continue to be vibrant, accessible and financially stable. The duties of the General Manager are temporarily being divided between Amber Schisler, Director of Ticketing Sales & Strategy, and Jane Moore, Director of Booking & Event Services for the Morris; and Rebekah Love, ASM Global General Manager, of Century Center. All three people are reporting directly to him and he is confident in their abilities to carry out those duties.

The General Manager position has been posted and the goal is to again have one leader at the top of the organizational chart. The position has been posted both externally and internally and has received a lot of interest. He is looking forward to reviewing applications and starting the interview process. There is not a specific timeline; however, he wants to take the time to do due diligence in reviewing all the applications and conducting thorough interviews.

**Morris 2025 Budget**

Perri stated that the City of South Bend Common Council will approve the 2025 budget on 10/14/24. The Century Center and Palais Royale 2025 budgets were approved at the 8/15/24 meeting.

Jordan Gathers presented the revised Morris 2025 Budget. The 2024 Revenue forecast as of 9/30/24 is \$1,636,981.91 (Charges for Services \$1,318,001.81 and Miscellaneous, Refunds, and Reimbursements combined \$75,403.37.) The 2024 Expenses forecast is \$1,509,283.84.(Salaries, Wages and Benefits/\$707,104.58 for eight full-time employees and Supplies including Repairs and Maintenance \$40,652.87.) The 2025 Budget proposal is Revenue of \$1,930,15 with Expenses estimated at \$1,883,489. This careful financial planning results in a Net Surplus of \$47,027 reflecting the commitment to fiscal responsibility. He gave credit to the City of South Bend Administration & Finance team (Matt Pedro, Director of City Finance; Laura Althoff, Director of Department Finance; Michelle Shaw, Senior Financial Officer) Amber Schisler, and Jane Moore at the Morris for ensuring that the financial stability is in order.

Gathers reviewed Morris 2025 Revenue adjustments. Concession 2025 Sales were increased to \$130,000 to align with previous actuals. (Sales in 2023 increased to \$135,997 from \$84,526 in 2022 due to the Morris being closed for three months during Phase I renovations with new seating and flooring.) Ticketing and Handling 2025 Fees was reduced by \$112,500 (\$662,500 in 2025 from

\$209,475 in 2024 based on a revised fee structure with Etix fees, client fees and order charges. Room 2025 Rentals decreased \$29,475 to reflect the previous and current year actuals. The new 2025 Interfund Transfer of \$450,000 will come from the Local Income Tax allocated at (\$150,000 x 3 months during the months that the Morris will be closed for construction of the Raclin Murphy Encore Center in 2025.)

The largest Morris 2025 Expense adjustment is a decrease in salaried wages and health insurance due to the Arts Equity Coordinator position relocating from the Morris budget to the City budget. The focus of the position is not limited to the venues but is for the entire City of South Bend. The Morris will have eight full-time employees. Building materials was increased by \$38,025 to be aligned with anticipated needs of the 100+ year old building. Electric utility costs were increased by \$30,000 based on forecasting data for the current building and the new Raclin Murphy Encore Center 20,000 sq. ft. addition currently under construction. Other repair and maintenance equipment was increased by \$11,500 to reduce future maintenance costs.

Gathers reported Morris 2024 highlights of 54,048 tickets sold Y-T-D producing \$2,244,336.12 (an increase from 2023 and 2022.) There are 100+ events scheduled in 2024 and 70 shows booked in 2025. The volunteer usher hours increased to 3,500+ Y-T-D. The ushers do a phenomenal job and are the frontline first people that patrons see as they come to shows.

Community wide free events empower everyone through inclusive and inspiring experience. The "Movies at the Morris" had over 8,000 tickets distributed with 6,400+ attendees, averaging close to 1,100 guests for each of the six showings. The 2024 "Fridays by the Fountain" summer lunchtime concerts attracted over 2,500 attendees with live performances and food trucks creating a vibrant community gathering downtown on the Jon R. Hunt Plaza in front of the Morris. The South Bend Symphony Orchestra July 4<sup>th</sup> patriotic "Salute to Freedom" concert drew over 1,000 attendees. The South Bend Symphony Orchestra "Dia de los Muertos" concert coming up on 11/2/24 celebrates vibrant Hispanic and Latino traditions and culture. The 2023 concert had 1,200 attendees and we are hoping to have even more people in 2024.

Randy Kelly thanked Jordan Gathers for his presentation which took into consideration theater dark days, Equity & Arts position transfer to the City and the Interfund transfers. Jill Scicchitano thanked Gathers for refining the Morris 2025 Budget proposal and commented that the summary was easier to digest. President Perri entertained a motion to approve the Morris 2025 Budget. Randy Kelly motioned to approve the Morris 2025 Budget as presented; Jill Scicchitano seconded; and motion carried.

### **Morris Broadway Series Agreement with The American Theatre Guild**

Amber Schisler, Director of Ticketing Sales & Strategy, reported on the Morris Broadway Series Agreement with The American Theatre Guild (ATG) edits since the original presentation at the 8/15/24 meeting. The agreement expiration date of 1/1/2029 was added under "7.1 Term and Termination." The Broadway show promoter exclusivity language was edited to be more specific and consistent with expectations. Only exclusivity of Broadway shows need to be discussed with ATG such as "West Side Story" which was presented by the local South Bend Civic Theater and other Broadway promoters presenting shows such as "Annie" coming 4/24/25. No changes were made to facility rental fees or Box Office usage fees. All labor has been updated to "Prevailing Market Rate," which allows the Morris to update labor rates year to year. For each individual show that ATG brings to the Morris, a separate Commercial Use Agreement is signed that details the current labor rates, facility rental fee, Box Office usage fees, and the terms and conditions for use of the theater. Usually Broadway seasons start in the Fall of each year; however, the current 2024-2025 season is unique as all shows are scheduled in 2025 because of Broadway productions are pulling back from on their Fall 2024 touring schedule because it is too expensive to market shows during this election season. Linda Doshi commented that she is impressed with the current season show lineup. Schisler responded that the Morris weekly ticket sales report shows that ticket sales and income for future Broadway shows are

35% - 50% of the total ticket revenue. Ticket sales also affects Morris income from ticket fees, and commission from concessions and merchandise. Both the ATG Broadway series and the South Bend Symphony Orchestra are the lifeblood of the Morris. Schisler thanked Jane Moore, Director of Booking & Event Services, (who was out sick) for creating the concise and accurate summary. Aaron Perri thanked Jenna Throw, City of South Bend Attorney, for her work. With no further discussion, Linda Doshi motioned to approve the Morris Broadway Series Agreement with The American Theatre Guild; Canneth Lee seconded; and motion carried.

**I.A.T.S.E. Local 187 Union Stagehands Contract**

Amber Schisler reported that there were no updates since the 8/15/24 meeting on the Morris contract with I.A.T.S.E. Local 187 Union Stagehands. Contract language is still being discussed. The current contract expires the end of 2024. Aaron Perri stated that Jane Moore and Michael Schmidt, Assistant City Attorney have been working on this and the contract will be on the 11/21/24 meeting.

**ADJOURNMENT**

With no further business, President Perri adjourned the special meeting at 8:55 a.m. The next regular meeting is scheduled for 11/21/24 at Century Center.

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