

## MINUTES

Grand Forks Events Center Commission

**Wednesday July 23, 2025 | 12:00 pm**  
**Happy Harry's Suite Level**



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**Call to Order:** Jarrod Spoor called the meeting to order at 12:07 pm

### **Roll Call**

**Present:** Jarrod Spoor, Greg Rixen, Russell Kraft, Matt Fischer, Irene Halbritter, Bill Chaves and Ken Vein (both on TEAMS)

**City:** Maureen Storstad

**Alerus Center:** Anna Rosburg, Derek Hoffert, Allen Hess, Dominick Washington, Shelby Looker, Matty Voytilla, Andrea Wegener, Matthew Ternus, AJ Heath

**Guests:** Ryan Richardson (PCL Contractors), Casey Hutton (EAPC)

**We have a quorum.**

### **Consent Agenda**

The minutes from the last Commission Meeting on June 25, 2025, were reviewed and approved.

***A motion was made by Greg Rixen to approve the minutes; seconded by Russell Kraft  
Motion passed unanimously.***

### **April Financials**

Still in the process of migrating through the new software system, things are still not like they were but working through it. There were 21 events of a budgeted 23 for the month of May. Total Event revenue for the month was \$22,140 of the budgeted \$333,212 resulting in an unfavorable variance of (\$111,072). Indirect expenses for the month were \$544,400 of the budgeted \$420,143 resulting in an unfavorable variance of (\$124,257). Total net operating loss for the month was (\$225,729) of the budgeted net loss of (\$115,764) which resulted in an unfavorable variance of (\$109,965) for the month. Total event revenue year to date was \$2,480,053 of the budgeted \$4,408,794 resulting in an unfavorable variance of (\$1,928,741). Indirect expenses for the year to date are \$2,176,679 of the budgeted \$2,100,716 resulting in an unfavorable variance of (\$75,964). The net operating loss for the year, so far, was (\$255,939) of the budgeted income of (\$89,949), resulting in an unfavorable variance of (\$165,989). AR currently is 93% over the last 30 days. With AP we still have a few integration issues with the new system. Items are paid but are not reflected in the NetSuite program but are being settled as we go along. The balance sheet shows total assets of \$4,509,608 and current liabilities of \$2,096,646 and total equity of \$2,412,962. The new Income Statement Rolling Forecast is still having formatting issues on where they are pulling information, but it is still early in the year and is only working on May at this time, so more data will be added as we get more solid ideas of what will happen the rest of the year. The rolling forecast is currently sitting at a loss of (\$255,939) year to date but is still early and we are having to plug in numbers by hand and with the busy fall we are hoping to change that to (\$165,989) as we get fall rolling.

***A motion was made by Matt Fischer to approve the May Financials; seconded by Irene Halbritter  
Motion passed unanimously.***

## **Management Reports**

- a. Executive – 2026 bookings are still not rolling in but there is more activity now than last year but lots of positive leads. Currently, we have a busy fall schedule coming up and preparing for that. Venue Management conference in New Orleans next week. Cashless announcement coming up on July 28. Scheel's arena was the first in the state and has been going well for a year.
- b. Finance – Finishing up cleanup and getting ready for fall. Preparing for the transition to cashless. Flowcast is the fourth new software coming online but no release date as of now.
- c. Operations – Marquee's are dark due to power outage when the new chillers were brought online but will be fixed today. ICS and OPP construction bid on the concrete ramps that are going to go in at the north and south ends of the arena, but it is under the threshold of city council approval. ICS will be doing the project to be ready before fall. Clearing out A3 storage to make room for ceiling tiles and carpet squares from the renovation.
- d. Food & Beverage – kitchen is empty, preparing for the dishwashing station and the flooring will be done next week. Preparing for the fall and football season.
- e. Partnerships – Entrance 2 is getting a facelift soon. Carli was instrumental in making getting the Scheels name coming soon and we are also partnering with Chick-Fil-A which will have a stand on the west side of the concourse and a mobile cart for select events.
- f. Marketing – Cirque announced yesterday and will go on sale Friday. Announcements are done for this year, except for the Cashless announcement. Working on the strategy for rolling this out smoothly and making it a positive change. Combined social media views were over 800,000 with a 99% higher interaction to last month due largely to the Clydesdales. Lots of exciting things are coming up, Comic Con is the big push now, tickets are up now compared to last year.
- g. Conference Sales – June was busy with 2 city events but had 7 events and 11 event days. 9 facility uses which included all the tasting for the rest of the year. We held 16 events and 15 dark days. 248 confirmed for the 294. Thursday Sept 4 – Open House and Sept 11, Business After Hours. A new wedding guide and menu from the kitchen are coming up as well.
- h. Events – Matty Voytilla in for Breanne. June had Smoke and Shine was bigger and better than last year. Anything Goes was held inside and was successful as always. Clydesdales were staying in the building, and the parking lot show was largely attended. Driving Skills for Life was also held with PD, DOT and State Patrol. New intern Emily is doing great and just preparing for the fall schedule.

## **Conference Center Renovation Update**

Ryan reported that the rest of the tile has arrived, partitions have arrived for the bathrooms, accessories and fixtures are being put in as well as the ceilings. North end by the concourse and ballrooms are mostly framed out to the CanAd Inn for the doors which are mounted. They will be boxed in and start the storefronts and then carpet that space. Columns have been painted down there as well. Acoustic paneling is up through the concourse and started on the ballrooms this morning. Currently, they are working on door adjustments and touchups. Approximately 30-40 people are on site every day and everything is still on schedule. Final touches are being made to the meeting rooms.

## **Committee Reports**

- a. Finance & Renovation – 2025 Capital review – Dominick mentioned how great PCL has been to work with. First time that the chiller plant and the reflooring project have crossed paths and have been smooth. Chillers on the north end have been removed, and the cooling tower has been placed. The UND field entrance where the roll door was added is due to be painted and new graphics will be done.

- b. Visit Greater Grand Forks – Julie was not in attendance.
- c. UND – Bill Chaves only had 2 topics today. The FCF bill went through to get a standard 12 game season and will be working on that coming up. The 5 year meeting happened on July 2<sup>nd</sup> which marked the halfway point of the ten-year agreement and it was a great meeting with lots of positive for the upcoming season and years to come.

### **Adjournment**

*A motion was made by Greg Rixen to adjourn; second by Russell Kraft  
Motion passed unanimously.*

Meeting adjourned at 12:52pm

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Respectfully submitted,  
AJ Heath, Office Manager

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Jarrod Spoor,  
GFECC Chair