



Memorial Stadium Authority – Quarterly Meeting Agenda

August 2023

Virtual Meeting via Microsoft Teams

Durham County Memorial Stadium Authority Minutes

Date: May 2, 2023

Time: Noon

Location: Virtual Meeting

In Attendance

E'Vonnie Coleman, Vice Chair; Charles Epps, Secretary; Dan Moushon; Ed Bryson, Secretary; Tyrone Wilson; and Jonathon Leach

Also, in attendance: Zach Pritchard, County Stadium Manager; Motiryo Keambiroiro, Director General Services; Chrystal Thomas, Deputy Director General Services; Nathan McKinney, County Attorney; Pam Karriker, Exiting Stadium Authority Chair

Absent: Commissioner Nimasheena Burns

Vice Chair Evonne Coleman called the meeting to order at 12:02 PM.

Pam Karriker was given a few minutes at the start of the meeting to provide the update on her status with the Authority and thank the Authority, specifically Dan Moushon, for their work on the growth and development of the Stadium. Dan Moushon also took a moment to thank Pam Karriker, Authority and Stadium/General Services for the efforts to improve the stadium. Director Keambiroiro highlighted Mrs. Karriker's support and efforts specifically with the process of adding the Electronic Marquee sign along Duke Street and Mr. Moushon's efforts behind the renovation in 2009.

Approval of Minutes

The minutes from the February 2023 meeting, upon motion of Dan Moushon and Second by Ed Bryson to approve the minutes were unanimously approved by the Authority.

Stadium Manager's Update

Stadium Manager Pritchard provided an update on the status of the new stadium scoreboard and noted that the training had been completed and most of the punch list items were finalized. Mr. Pritchard showed some samples of how the facility can and have been using the board in support of the events and processes at the stadium.

There was also an update provided regarding the Locker Room Signage at the stadium. A contractor had been scheduled to install the field level locker room signage to replace the areas in which the vinyl lettering that had been applied to the walls was not performing. General Services Building Maintenance also were scheduled to paint the locker room entrance signage on the concourses. Mr. Pritchard also noted that they had received a preliminary estimate on the cost of replacing the signage on the concourse, including modernization of the signage for entering the seating sections, restrooms, etcetera.

Mr. Pritchard also gave a brief update regarding the recent and upcoming stadium events. These events included the CIAA Conference Track and Field Championships, NCHSAA Lacrosse State Championships, the Russell Blunt East Coast Invitational and multiple USATF Regional Youth Meets.

General Services Updates

Stadium Manager provided an update regarding the revenue projections for the FY22-23 season. Stadium was tracking to meet or exceed \$200,000 in revenues. Mr. Pritchard noted that much of the growth in that was related to Shaw University activities and increases in concessions sales across the board. Meanwhile the operating budget for the stadium was expecting to finish around \$195,000 in expenses.

Director Keambiroiro commented that the county budget for FY2024 would be voted on by the Board of Commissioners in June. That did not include the proposed changes to the stadium pricing structure previously approved by the Authority. The Stadium Manager/Authority would have to present this to the commissioners at a later date. Vice Chair Coleman asked any concerns from the commissioners that the Authority would expect to see relating to the rate changes and Director Keambiroiro noted that impacts on the community usage would be the greatest impact on any proposed changes to the fee structure.

Mr. Pritchard provided a brief overview of the projections for FY2024 of both Revenue and Operational requests. There were increases requested for the contractor services the upcoming year to reflect the usage rates of the facility and the Stadium Manager requested an electric utility vehicle to replace the facility's aging golf cart that has seen increases in maintenance costs over the previous few years and should be due replacement.

Director Keambiroiro and Deputy Director Thomas noted that staff performance evaluations were due and requested feedback from the Authority regarding anything related to the Stadium Manager's performance.

Introduction of New Board Member

Jonathon Leach was introduced as the new authority member. He noted his experiences working at North Carolina Central University, as Director of Operations and Special Projects. He also mentioned he has served on some other boards including Bicycle and Pedestrian Commission and the Durham Sports Commission.

Authority Board Member Comments

Vice Chair Coleman spoke regarding next steps in trying to gain additional support of operational changes or requests for the Stadium with the County Commissioners asking the Authority to be active in the discussions and processes.

Ed Bryson noted that it was challenging to find game information on the NAIA National Championship Game. Mr. Bryson noted that he did not see a lot of information in the local newspapers and generally there's not a lot of publicity of the stadium for events and operations. Mr. Pritchard noted that on an event such as the NAIA Game there was regional coverage from the teams that were participating but limited coverage locally beyond that, which the Durham Sports Commission.

Vice Chair Coleman added the need to share information regarding the series of investments that have been made at the stadium, in addition to the events that happen at the facility.

Mr. Pritchard shared that the Stadium, Sports Commission and Discover Durham have started to hold quarterly meetings to help improve coordination and operations of event opportunities that can benefit the community.

Stadium Authority – Officer Election

As a result of Mrs. Karriker's departure from the Stadium Authority a new election was completed for the chair position. Tyrone Wilson was nominated by Ed Bryson and Seconded by Evonne Coleman. No other nominations were made. Mr. Wilson was nominated chair by a unanimous vote.

Ed Bryson made the motion to adjourn, and Dan Moushon seconded that motion. The meeting was unanimously adjourned at 1:10 PM.