

MEETING INSTRUCTIONS FOR  
THE UNION COLONY CIVIC CENTER ADVISORY BOARD MEETING  
On December 14 3:45 PM

There will not be a Sub Committee meeting for December.

The physical location for the meeting will be the Greeley Recreation Center Room 103.

- You may attend the meeting in person at the physical location.
- You can provide input/public comment for this meeting by emailing your comments Andrea Haring [andrea.haring@greeleygov.com](mailto:andrea.haring@greeleygov.com). Comments received up to 1 hour before the meeting will be read into the record at the appropriate time.

## Agenda

Union Colony Civic Center Advisory Board  
December 14, 2022 @ 3:45 PM

1. Determination of quorum and call to order.
2. Approval of October 2022 Minutes (2 Minutes)
3. New Business
  - a. Presentation: C & E/Lasso Marketing Presentation
  - b. Staffing updates (Andrea)
  - c. Talent Buyer Contract for Fall 2023
4. Old/Ongoing Business
  - a. Fall 2022 Programming report (Jill)
    - i. Updated ticket information will be provided at meeting.
  - b. Spring 2023 Programming updates (Jill)
5. Other
  - a. UCCC Backstage Stars Report – (Perry)
  - b. Next meeting will be January 11, 2023

## Minutes

Union Colony Civic Center Advisory Board  
October 12, 2022 @ 3:45 PM

1. The meeting was called to order by Mark Pugatch at 3:47 PM.
  - a. Board Present: Mark Pugatch, Craig Montgomery, Doran Azari, Juliet Fried, Alison Hamling, Perry Bell and Samantha Corliss.
  - b. Board Absent: Michelle Sauder, Deanna Terry
  - c. Staff present: Brian Hughes, Andrea Haring, Jill Droegemueller, and Dianne Secord
2. Approval of August Minutes
  - Motion to approve September 2022 minutes as corrected, made by Perry Bell, seconded by Craig Montgomery. Motion passed unanimously.
3. Old/Ongoing Business
  - a. Fall 2022 Programming updates (Brian)
    - i. Brian provided updated ticket information for Fall of 2022. He said overall we are lagging a little bit behind at 25/30% below average.
    - ii. Brian also provided an update on the upcoming Spring 2023 programming. He said that there will be an early announcement (with ticket sales) for the first 3 shows which are:
      - Grand Funk Railroad
      - Big Bad Voodoo Daddy
      - Peeking Acrobats
4. New Business
  - a. Ticket donation subcommittee met just before the UCCC Advisory Board, and they decided to donate to St. Patrick's Church and the church will donate their proceeds to the Weld Food Bank. They were given two vouchers for two tickets to Voctave on December 17, 2022 at 7:30 p.m.. The subcommittee decided to re-emphasize some wording when awarding the donated tickets. The wording reads as:
    - i. Following your event your organization MUST provide documentation that the donation requirements were met, and the value received by your organization for the specific donation (not just the total raised at your event). The post event form can be found at the bottom of the page <https://ucstars.com/ticket-donation-requests/> and may be submitted online. ORGANIZATIONS NOT RETURNING THIS INFORMATION WILL NOT BE CONSIDERED FOR FUTURE REQUESTS.
  - b. Brian gave the members a presentation of the booking process that department works with to book performers. The information that was provided was very informative. The process goes in this order:

|                                    |                                    |
|------------------------------------|------------------------------------|
| ➤ What does the Community want     | ➤ What's available                 |
| ➤ How much will it cost? (Expense) | ➤ How much will we make? (Revenue) |
| ➤ Contracting                      | ➤ Negotiating                      |
| ➤ Building an offer                | ➤ Communication with Agents        |
| ➤ Marketing                        | ➤ Logistics                        |
| ➤ Day of Performance               | ➤ Poster Performance               |

## Minutes

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- c. Mark Pugatch sent an email to John Dargle and asked him if he could reach out and ask Community & Engagement to attend the advisory board meeting in November. John suggested that Mark go through Brian and Andrea. Mark sent Brian and Andrea emails with questions for C&E to address at the November 9<sup>th</sup> meeting.
- 5. Other
  - a. UCCC Backstage Stars Report:
    - i. Perry the President of the UCCC Backstage Stars indicated that promotion cups have been ordered and should be arriving in about 5 weeks.
    - ii. Jason Evenson has been hired as the new Executive Director to begin in November, 2022
  - b. Next meeting of the UCCC Advisory Board will be December 14th, 2022