



**Minutes of 138th Public Meeting
of the Arizona Sports & Tourism Authority Board of Directors**

Monday, July 27, 2015
10:00 am

Arizona Sports & Tourism Authority, 1 Cardinals Drive, Glendale, AZ 85305

In Attendance:

Board Members Attending in Person

David Eberhart – Board Chair
Jeff Overton – Board Secretary
Debbie Johnson
Tom Rawles

Staff

Tom Sadler, CEO
Kevin Daniels, CFO
Robin Lea-Amos, Office Manager

Board Members Attending Telephonically

Jeff Meyer

Authority General Counsel

Sarah Strunk

Board Members Absent:

Maria Baier – Board Vice-Chair
Judy Bernas
Jody Harwood
Verma Pastor

Guests:

Dale Chapman - Office of the Auditor General	John Drum – Arizona Cardinals
Melanie Chesney – Office of the Auditor General	Jeff Gove - Office of the Auditor General
Cathy Clark - Office of the Auditor General	Nicole LaPella - Office of the Auditor General

1. **Call to Order** - The 138th public meeting of the Arizona Sports & Tourism Authority's (the "Authority") Board of Directors (the "Board") was held on Monday, July 27, 2015, at the offices of Arizona Sports & Tourism Authority, 1 Cardinals Drive, Glendale, AZ 85305. A quorum being present and the meeting having been duly noticed, Chair Eberhart, called the meeting to order at 10:07 a.m.
2. **ACTION ITEM: Consideration of Minutes from July 23, 2015 Board Meeting** - Chair Eberhart called for a motion to approve the minutes of the Board meeting held July 23, 2015, attached hereto as **Exhibit A**. Upon motion duly made by Member Johnson and seconded by Member Overton, the minutes were unanimously approved.

3. **ACTION ITEM: Consideration of Approval of Revised Procurement Policy** – Chair Eberhart asked President Sadler to provide a summary of the Revised Procurement Policy attached hereto as **Exhibit B**. Mr. Sadler reported that this policy incorporates feedback and recommendations made by the Board and was developed with the assistance of Sarah Strunk. Member Rawles shared his appreciation for the revision of the policy which includes a ‘pre-approval’ of capital improvement items. Member Rawles also thanked the board for tabling this agenda item at the last board meeting so that he could be at the meeting where the policy was reviewed and voted upon. Mr. Sadler shared an example of an item that recently broke, which would need to be purchased that wasn’t on the current capital improvement plan. The item mentioned is a ‘scrubber’ which is used almost daily in the stadium and will cost approximately \$70,000 to replace. Mr. Sadler asked for clarification as to how the board would want staff to proceed with these types of expenditures that are not included in the existing capital improvement lists. After discussion, Member Overton recommended a ‘contingency fund’ in the budget for these expenses. Chair Eberhart agreed that a ‘contingency fund’ should be placed in the FY2017 budget, reminding the board, that due to the aging facility, these types of expenditures would be happening more often in the future. President Sadler agreed with the recommendation and thanked the board for the suggestion.

Ms. Strunk clarified that the revised policy would, the purchase of the scrubber would fall within the authorization of the President/CEO as the cost is under \$100,000 and is not a capital asset but rather an operating expense. The policy indicates the President/CEO will give the Board as much notice as possible when these expenditures take place and that it will still be brought before the board for ratification at the next scheduled board meeting.

Chair Eberhart then called for a motion to approve Revised Procurement Policy #300.1. Upon motion duly made by Member Rawles and seconded by Member Johnson, the policy was unanimously approved.

4. **ACTION ITEM: Executive Session: Consideration of a motion to go into Executive Session pursuant to(1) A.R.S. § 38-431.03.A2 regarding a report from the Auditor General** - Member Rawles made a motion to enter into executive session while stating his desire that the board remain as transparent as possible during meetings. Member Rawles indicated that while he understands this agenda item was required to take place in executive session, the AZSTA Board would be willing to have these discussions in opening meeting when permissible. The motion was seconded by Member Overton, at which point the board entered into executive session.
5. **INFORMATION: New Business or Staff Report** - Chair Eberhart indicated he would be calling board members to determine committee interest and would then distribute the committee list to the board. President Sadler reminded the board that the Cardinals season ticket requests email had been sent to the members and to let Ms. Lea-Amos know of their requests for the 2015 season.
6. **INFORMATION: Announcement of future meeting dates** - Chair Eberhart indicated there would be a Youth and Amateur Sports Committee meeting in August or September and a full Board Meeting in the early fall.
7. **Adjournment:** There being no further business, and upon motion duly made by Member Overton and seconded by Member Johnson, Chair Eberhart adjourned the meeting.