

MINUTES OF THE REGULAR MEETING OF THE  
WALTER GERRELLS PERFORMING ARTS AND EXHIBITION CENTER ADVISORY BOARD  
CIVIC CENTER ANNEX  
4012 NATIONAL PARKS HWY  
TUESDAY, JANUARY 3, 2023 AT 6:00 PM

**1 ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM** –  
Damian Capello, Chairperson, called the meeting to order. It was determined there was a  
quorum.

Voting Members Present: Damian Capello, Chairperson  
Danita McCormick  
Kat Davis  
Elaine Finley  
Charles Neill (came late)  
Jeri Strong

Voting Members Absent: Elizabeth Jackson

Ex-officio Members Present: JJ Chavez, City Councilor  
Ted Cordova, Deputy City Administrator and Director of Community  
Development

Ex-officio Members Absent: Dale Janway, Mayor  
John Lowe, City Administrator

Others Present: Lupe Ornelas, Facility Maintenance Superintendent  
Andie Britt, Executive Secretary

**2 APPROVAL OF AGENDA FOR JANUARY 3, 2023** – The motion was made by Jeri Strong  
to approve the Agenda for the January, 2023 meeting. Elaine Finley seconded. The vote was as  
follows:

Yes – Jeri Strong, Elaine Finley, Kat Davis, Damian Capello, Danita McCormick,  
No – None  
Absent – Elizabeth Jackson, Charles Neill  
The motion passed.

**3 APPROVAL OF REGULAR MEETING MINUTES FOR NOVEMBER 1, 2022** – The  
motion to approve the minutes for the November 1, 2022 regular meeting was made by Elaine  
Finley and seconded by Kat Davis. The vote was as follows:

Yes – Elaine Finley, Kat Davis, Damian Capello, Danita McCormick, Jeri Strong  
No – None  
Absent – Elizabeth Jackson, Charles Neill  
The motion passed.

- 4 **MANAGER'S REPORT** – Lupe Ornelas updated the board on some of the upcoming concerts that will be happening. Lonestar on February 17th, Casting Crowns on March 30th and working on getting contracts signed with several other artists, set dates will follow. The Mexican Wrestling event for March 3rd, 2023 has been confirmed. Plans have been started for next year's budget. Rentals have been frequent with weddings, quinceaneras, meetings and etc... and have been bringing in some money. Ted said that if there is anything the board wants to ask or bring up for budgeting of capital projects make sure to bring them up to Lupe or himself.
- 5 **REVIEW AND APPROVAL OF THE UPDATED STRATEGIC PLAN** – Elaine Finley started the review by asking for verbal approval of the edits that are noted in red in the printed strategic plan. The first edit suggestion was to update the cover image/artwork for the Strategic Plan 2023 – 2028. It was decided that the image/artwork will be updated once Kyle Marksteiner with the city attends some of the upcoming concerts. JJ Chavez will be added under Ex Officio Members. Under the Key Initiatives section, the Ensure Fiscal Stability bullet point will be removed. There has been an addition to the Goal 1: Infrastructure Improvements section. Adding a bullet point stating “In order to provide conference spaces, the addition of configurable wall partitions will be added to the annex. Pipe and drape storage will need to be configured. Target completion and revisit dates for all infrastructure improvements for the Civic Center will be updated appropriately in the new Strategic Plan. It was decided that page numbers will also be added in the updated version. The motion to approve current edits was made by Jeri Strong and seconded by Danita McCormick. The vote was as follows:  
Yes – Jeri Strong, Danita McCormick, Elaine Finley, Damian Capello, Kat Davis, Charles Neill  
No – None  
Absent – Elizabeth Jackson  
The motion passed.
- 6 **VOTE ON WGPAC CHAIRPERSON AND VICE CHAIR** – Based on the advisory board meeting from November 1, 2022. Jeri Strong and Damian Capello will be running for a second term. The motion to approve the re-election of Damian Capello for Chair and Jeri Strong as Vice Chair was made by Kat Davis and seconded by Charles Neill. The vote was as follows:  
Yes – Jeri Strong, Damian Capello, Kat Davis, Charles Neill  
No – Elaine Finley, Danita McCormick  
Absent – Elizabeth Jackson  
The motion passed. Damian Capello will extend his Chairperson term into 2023, as will Jeri Strong extend her vice chair position for the 2023 year.
- 7 **DISCUSSION OF AGENDA ITEMS FOR MARCH MEETING** – Agenda items for the March meeting include a quick review of the strategic plan for any additional changes. Have verbal suggestions to bring to Lupe and Ted for the budget meetings on capital projects that will start in May/April. Damian will begin work and have a draft letter of support for the Civic Center to gain alcohol sales.


8 **ADJOURNMENT** – The motion to adjourn was made by Elaine Finley and seconded by Jeri Strong. The vote was as follows:

Yes – Elaine Finley, Jeri Strong, Damian Capello, Danita McCormick, Kat Davis, Charles Neill

No – None

Absent – Elizabeth Jackson

The motion passed. The meeting adjourned.



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Chairperson

9-8-23

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Date