

**MINUTES OF THE MEETING OF
THE
MASSACHUSETTS CONVENTION CENTER AUTHORITY
ADMINISTRATION, FINANCE & PERSONNEL COMMITTEE**

September 11, 2025

A meeting of the Administration, Finance & Personnel Committee of the Massachusetts Convention Center Authority (“Authority” or “MCCA”) was convened on September 11, 2025 via Microsoft Teams or phone: Dial-in Number 1-857-702-2232; Phone Conference ID: 892 801 438#.

Committee members in attendance were: Michael Donovan, Ashley Groffenberger, Khushbu Webber, Dr. Aisha Miller and Gwill York.

Staff members in attendance included: Diane DiAntonio, Kevin Scanlon, Bradley McMillin, Robert Noonan, John Donahue, Sorraia Tavares Christine Pulgini, Mark O’Leary, Brendan Flynn, Ankur Channe and Jeannemarie Joyce.

I. ROLL CALL

The meeting was called to order at 11:02 a.m., Chair Webber confirmed there was a quorum for the meeting with a Roll-Call Vote.

Roll-Call Vote:

Dr. Aisha Miller	Present.
Gwill York	Present.
Khushbu Webber	Present.
Ashley Groffenberger	Present.
Michael Donovan	Present.

II. APPROVAL OF MINUTES

Upon motion duly made and seconded, the minutes of the June 4, 2025 meeting were approved with a Roll-Call Vote.

Roll-Call Vote:

Dr. Aisha Miller	Yes.
Gwill York	Yes.
Ashley Groffenberger	Yes.
Michael Donovan	Yes.
Khushbu Webber	Yes.

III. FY 2025 Financial Update June YTD

Bradley McMillin, MCCA Chief Operating Officer, presented. The unaudited FY25 revenue was \$86,467,799. The unaudited FY25 expenses were \$102,975,566 for a net loss of \$16,507,767. The MCCA is favorable to budget by +\$5.5 million. MCEC revenue is favorable to budget by +\$1.7 million primarily as a result of food and beverage (+1.0 million), security revenue (+0.4 million) and electrical revenue (+0.3 million). MMC revenue is favorable by +1.6 million primarily as a result of miscellaneous other income (+0.8 million) and food and beverage, concession, and convention center rental (+0.7 million). Hynes revenue is favorable to budget by +1.6 million primarily as a result of food and beverage (+1.0 million), security revenue (+0.5 million), rigging and entertainment (+0.3 thousand) and convention center car rental (-0.5 million). Lawn on D and Boston Common Garage revenue are favorable to the budget by +0.6 million and +0.5 million, respectively. Springfield Center Garage revenue is unfavorable to budget (-0.3 million).

Expenses were unfavorable to budget by -1.4 million. MCEC expenses were unfavorable (-3.7 million) MCEC payroll expenses were unfavorable to budget (-\$2.1 million) (driven by overtime). MCEC contracted services were unfavorable to budget (-0.4 million). MCEC financial fees were unfavorable to budget by \$0.4 million. Hynes expenses were unfavorable (-0.7) primarily due to one-time expenses. Central administration expenses were favorable (+3.8 million) primarily due to: compensation (+2.5 million) primarily due to timing and phasing for full time employees; contracted services and external relations (+0.4 million) and legal expenses; (+0.4 million).

IV. FY 2025 Independent Audit Progress

Mr. McMillin presented. Field work for the independent audit began on August 13, 2025. All post close adjustments were recorded and draft financial statements will be completed by September 15, 2025. All financial statements will be released by October 15, 2025.

V. FY 2025 Supplier Diversity Update

Brendan Flynn, MCCA Director of Purchasing, presented. Mr. Flynn provided background to the MCCA's supplier diversity program, explaining that the commonwealth's Supplier Diversity Office (SDO) oversees the program. The MCCA is one of fifteen Massachusetts quasi-public/non-executive organizations participating in the SDO program. The MCCA adopted the SDO's methodology and procedures for measuring diverse business spending, beginning with FY2017 reporting. While it has not tracked additional categories for diverse business types in the past, the MCCA now is asking vendors to report their certification status among a set of business categories (e.g., veteran owned, LGBT-owned). In FY2018 and again in FY2023, the MCCA was proud to receive a Supplier Diversity Award for its efforts in promoting economic opportunity for small and diverse businesses in the commonwealth in the prior fiscal year. Through its centralized purchasing and team, the MCCA is looking to continually build upon these achievements to increase opportunities for diverse suppliers. The MCCA advertise major procurements on its website through Commbuys Central Register and Goods and Services bulletins as well as through local and regional news outlets.

The MCCA's discretionary budget for FY23 was \$53,796,966. Total MBE/WBE/VBE spending for FY23 was \$11,067,691 or 20.57%. The FY23 MBE benchmark was 8% or \$4,303,757; the actual MBE spend for FY23 was \$5,439,612 or 10.11%. The FY23 WBE benchmark was 14% or \$7,531,575; the actual WBE spend for FY23 was \$5,581,435 or 10.37%. The FY23 VBE benchmark was 3% or \$1,613,909; the actual VBE spend for FY23 was \$46,644 or .009%.

The MCCA's discretionary budget for FY24 was \$56,524,207. Total MBE/WBE/VBE spending for FY24 was \$16,781,362 or 29.69%. The FY24 MBE benchmark was \$4,521,937, or 8%; the actual MBE spend for FY24 was

\$5,257,962 or 9.30%. The FY24 WBE benchmark was \$7,913,389 or 14%; the actual WBE spend for FY24 was \$11,413,270 or 20.9%. The FY24 VBE benchmark was \$1,695,726 or 3%, the actual VBE spend was \$110,000 or .19%.

The MCCA's discretionary budget for FY25 was \$70,291,709. Total MBE/WBE.VBE spending for FY25 was \$26,465,821 or 37.65%. The FY25 MBE benchmark was \$5,623,336 or 8%. The actual FY25 MBE spend was \$20,203,450 or 28.74%. The FY25 WBE benchmark was \$9,840,839 or 14%. The Actual spend was \$6,102,826 or 8.68%. The FY25 VBE benchmark was \$2,108,751 or 3%. The actual FY25 VBE spend was \$49,935 or .07%. LGBTQ spend was \$109,610.

68% of MCCA direct spending is for capital projects; 24% of direct spending is contracted services, 3% of direct spending in software/it, 3% is supplies, 2% is professional services.

In 2025 the MCCA partnered with state and national contract vendors in the amount of \$11,612,858.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

There was no new business.

VIII. ADJOURNMENT

Upon a motion duly made and seconded, a Roll-Call vote to adjourn the meeting was conducted.

Roll-Call Vote:

Dr. Aisha Miller	Yes.
Gwill York	Yes
Ahsley Groffenberger	Yes.
Khushbu Webber	Yes.

The meeting adjourned at 11:29 am.

Dated: _____