



## **BELLEVUE CONVENTION CENTER AUTHORITY**

Special Board Meeting – TENTATIVE AGENDA

Tuesday, December 20, 2016 @ 12:00pm

Meydenbauer Center – Room 303 – Administrative Offices

- I. Call to Order**
- II. Attendance**
- III. Approval of Minutes**
  - November 15, 2016 *(document)*
- IV. Chairman’s Report**
  - 2017 Year Planner Approval *(document)*
- V. Staff Report**
  - Theatre Update *(document)*
- VI. Committee Reports**

### **Marketing**

#### **Visit Bellevue Washington**

- October 2016 VBW Convention Sales Report *(document)*
- 2017 Convention Sales and Leisure Marketing Plan Approval *(as presented on 11/15)*

#### **Meydenbauer Center Sales and Marketing**

- October 2016 Sales and Marketing Activity *(document)*
- 2017 Sales and Marketing Plan Approval *(as presented on 11/15)*

### **Finance Committee**

- Review/approval of voucher & payroll expenditures *(document)*
- October 2016 Financial Statements *(document)*
- **Resolution 2016-15** - Amend the 2016 Consolidated Fund Budget *(document)*
- **Resolution 2016-16** - Approve the 2017 Consolidated Fund Budget *(document)*
- **Resolution 2016-17** - Approve the Finance Plan *(document)*
- Approval of 2017 Compensation Structure *(document)*

### **Facilities Committee**

- November Facilities Report *(document)*

- VII. Executive Session**
- VIII. Communications with the Public**
- IX. Adjournment**

**Next Board Meeting:** Tuesday, January 24, 2017 @ 12:00pm  
Conference Room, 11100 NE 6th Street  
Bellevue, WA 98004