

BELLEVUE CONVENTION CENTER AUTHORITY

Board Meeting – AGENDA

Tuesday, August 29, 2017 @ 12:00pm

Note location change: City Hall Conference Room 1E-109 (1st floor)

- I. Call to Order
- II. Attendance
- III. Approval of Minutes
June 27, 2017 (document)
- IV. Chairman's Report
- V. Staff Report
- VI. Committee Reports
Finance Committee
 - Review/approval of voucher & payroll expenditures (document)
 - June & July Financial Statements (document)
 - **Resolution 2017-07** – Enter into a Contract with Parker, Smith & Feek for Health Insurance Broker (document)
 - **Resolution 2017-08** – To Approve Payment of 2017/2018 Commercial Insurance Premiums (document)
 - **Resolution 2017-09** – Enter Into a Lease Agreement with Kelley Mailing Systems for Mailing Machine (document)

Facilities Committee

- Facilities Report (document)
- **Resolution 2017-10** – Enter into a Contract with Performance Mechanical Group for HVAC Renovations (document)
- **Resolution 2017-11** – Enter into a Contract with Security Solutions for Security Video Camera System (document)

Marketing

Visit Bellevue Washington

- July VBW Convention Sales Report (document)
- 2017-Q2 – VBW Leisure Travel & Communications Update (document)

Meydenbauer Center Sales and Marketing

- July Sales and Marketing Activity (document)
- **Resolution 2017-12** – Enter into a Contract with Botanical Designs for Holiday Décor (document)
- 2017 – Q2 – Communications Update (document)



- VII. Executive Session - None
- VIII. Communications with the Public
- IX. Adjournment

Next Board Meeting: Tuesday, September 26 @ 4:00pm-9:00pm
Conference Room, 11100 NE 6th Street
Bellevue, WA 98004