

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

May 26, 2020

Meydenbauer Center
Bellevue, WA 98004
Online / ZOOM Meeting

7:30AM

I. CALL TO ORDER

Meeting was called to order by Chair Bob Wallace at 7:32am.

II. **ATTENDANCE:** Bob Wallace, Roger Anderson, Ann Kawasaki, Rick Carlson, Ron Hofilena, John Christison, Laurie Tish, Dan Watson

Others Present Bellevue City Council Member Janice Zahn, City of Bellevue Finance Department Representatives Katherine Goetz

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director-VB; Sara Waltemire, Director of Sales & Events

III. Minutes: Recorded

Motion by Mr. Hofilena and a second by Ms. Kawasaki to approve the April 28, 2020 meeting minutes. Motion carried 7-0.

IV. CHAIRMAN REPORT

No Report

V. COMMITTEE REPORTS

A. Executive Report

Mr. Carr reviewed a memorandum dated May 21, 2020 regarding the COVID-19 Update.

B. Meydenbauer Center Sales and Marketing Activity

Ms. Waltemire reviewed a memorandum dated May 15, 2020 regarding Meydenbauer April 2020 Sales and Marketing Activity.

C. Visit Bellevue

Mr. Jones reviewed a memorandum dated May 21, 2020 regarding and an Executive Summary of Visit Bellevue's April Sales and Marketing Activity.

D. Finance Committee

(1) Review and Approval of Voucher and Payroll Expenditures

Accounts Payable checks #062282 to #062326						\$	354,957.67
	Including regular monthly utilities in excess of \$15,000 with the signatures of Chief Executive Officer and Chief Financial Officer (per Resolution 2018-09)						
			62282	\$41,180.39			
			62283	\$56,145.00			
			62300	\$19,371.25			
			62304	\$105,220.00			
						\$	53,504.02
						\$	46,663.84
						\$	100,167.86
						\$	67,479.52
						\$	522,605.05

Motion by Mr. Carlson and second by Mr. Anderson to approve the voucher and payroll expenditures from 4/23/20 to 5/21/20. Motion carried 7-0.

Mr. McCluskey reviewed a memorandum dated May 13, 2020 regarding the April 2020 Unaudited Financial Statements and Reserve Funding Report.

OTHER BUSINESS

VII. EXECUTIVE SESSION - None

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Wallace adjourned the meeting at 8:50 am.

**NEXT BOARD MEETING: Tuesday, June 23, 2020 @ 7:30 am
Bellevue, WA 98004
Online/Zoom Meeting**