

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

June 23, 2020
7:30AM

Meydenbauer Center

Bellevue, WA 98004
Online / ZOOM Meeting

I. CALL TO ORDER

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

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

Others Present Bellevue City Council Member Janice Zahn, City of Bellevue Finance Department Representatives Andrea Jutte and 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. Anderson and a second by Mr. Christison to approve the May 26, 2020 meeting minutes. Motion carried 6-0.

IV. CHAIRMAN REPORT

No Report

V. COMMITTEE REPORTS

A. Executive Report

Mr. Carr reviewed a memorandum dated June 18, 2020 regarding the COVID-19 Update.

Mr. Carr reviewed a BCCA Statement of Solidarity regarding Racial Justice.

Motion by Mr. Anderson and a second by Mr. Christison to approve the Statement of Solidarity. Motion carried 6-0.

B. Facilities Report

Mr. Carr reviewed a memorandum dated June 18, 2020 regarding Meydenbauer Center Facilities.

C. Meydenbauer Center Sales and Marketing Activity

Ms. Waltemire reviewed a memorandum dated June 3, 2020 regarding Meydenbauer May 2020 Sales and Marketing Activity.

D. Visit Bellevue

Mr. Jones reviewed a memorandum dated June 19, 2020 regarding and an Executive Summary of Visit Bellevue's May Sales and Marketing Activity.

E. Finance Committee

(1) Review and Approval of Voucher and Payroll Expenditures

Accounts Payable checks #062327 to #062372				\$	230,157.07
Including regular monthly utilities in excess of \$15,000 with the signatures of Chief Executive Officer and Chief Financial Officer (per Resolution 2018-09)	62360	\$81,330.00			
Payroll period ending 5/31/2020 (pay date 6/5/20)		\$	41,753.50		
				\$	41,753.50
Electronic Payments or Transfers #02207 to #02220				\$	64,568.57
Total				\$	336,479.14

Motion by Mr. Carlson and second by Mr. Anderson to approve the voucher and payroll expenditures from 5/22/20 to 6/15/20. Motion carried 6-0.

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 8:34 am.

**NEXT BOARD MEETING: Tuesday, July 28, 2020 @ 7:30 am
Bellevue, WA 98004
Online/Zoom Meeting**