

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

February 23, 2021

Meydenbauer Center
Bellevue, WA 98004
Online / ZOOM Meeting

8:30AM

I. CALL TO ORDER

Meeting was called to order by Chair Bob Wallace at 8:33am.

II. **ATTENDANCE:** Bob Wallace, Roger Anderson, Rick Carlson, Laurie Tish, Ann Kawasaki, John Christison, Ron Hofilena, 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. Wallace to approve the January 26, 2021 meeting minutes. Motion carried 7-0.

IV. CHAIRMAN REPORT

No Report

V. COMMITTEE REPORTS

A. **Executive Report**

Mr. Carr reviewed a memorandum dated February 19, 2021 regarding the COVID-19 Update.

B. **Meydenbauer Center Sales and Marketing Activity**

Ms. Waltemire reviewed a memorandum dated February 8, 2021 regarding Meydenbauer January 2021 Sales and Marketing Activity.

C. **Visit Bellevue**

Mr. Jones reviewed a memorandum dated February 19, 2021 regarding Visit Bellevue Update and Information.

D. **Finance Committee**

(1) Review and Approval of Voucher and Payroll Expenditures

Accounts Payable checks #62922 to #62958					\$	92,754.20
	Including regular monthly utilities in excess					
	of \$15,000 with the signatures of Chief Executive					
	Officer and Chief Financial Officer					
	(per Resolution 2018-09)					
Payroll period ending 1/15/2021 (pay date 1/21/2021)				\$	46,632.27	
Payroll period ending 1/31/2021 (pay date 2/6/2021)				\$	49,472.58	
						\$ 96,104.85
Electronic Payments or Transfers #02334 to #02348						\$ 66,345.65
	Total					\$ 255,204.70

Motion by Mr. Carlson and second by Mr. Hofilena to approve the voucher and payroll expenditures from 1/16/21 to 2/15/21. Motion carried 7-0.

Mr. McCluskey reviewed a memorandum dated February 15, 2021 regarding the January 2021 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 9:36 am.

**NEXT BOARD MEETING: Tuesday, March 23, 2021 @ 8:30 am
Bellevue, WA 98004
Online/Zoom Meeting**