

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

April 27, 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 8:37am.

II. ATTENDANCE: Bob Wallace, Roger Anderson, Rick Carlson, Laurie Tish, Ann Kawasaki, John Christison, 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 March 23, 2021 meeting minutes. Motion carried 7-0.

IV. CHAIRMAN REPORT

No Report

V. COMMITTEE REPORTS

A. Executive Report

Mr. Carr reviewed a memorandum dated April 22, 2021 regarding the COVID-19 Update.

B. Meydenbauer Center Sales and Marketing Activity

Ms. Waltemire reviewed a memorandum dated April 5, 2021 regarding Meydenbauer March 2021 Sales and Marketing Activity.

C. Visit Bellevue

Mr. Jones reviewed a memorandum dated April 23, 2021 regarding Visit Bellevue Update and Information.

D. Finance Committee

(1) Review and Approval of Voucher and Payroll Expenditures

Accounts Payable checks #62999 to #63049				\$	272,456.42
Including regular monthly utilities in excess of \$15,000 with the signatures of Chief Executive Officer and Chief Financial Officer (per Resolution 2018-09)	63003	\$16,511.70			
	63012	\$17,321.31			
	63014	\$51,701.04			
	63039	\$20,682.00			
	63049	\$104,636.27			
Payroll period ending 3/15/2021 (pay date 3/19/2021)		\$ 50,902.62			
Payroll period ending 3/31/2021 (pay date 4/6/2021)		\$ 47,738.89			
Payroll period ending 4/15/2021 (pay date 4/21/2021)		\$ 59,077.30			
				\$	157,718.81
Electronic Payments or Transfers #02366 to #02370				\$	61,893.70
Total				\$	492,068.93

Motion by Mr. Carlson and second by Mr. Anderson to approve the voucher and payroll expenditures from 3/13/21 to 4/22/21. Motion carried 7-0.

Mr. McCluskey reviewed a memorandum dated April 22, 2021 regarding the March 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 9:23 am.

**NEXT BOARD MEETING: Tuesday, May 25, 2021 @ 8:30 am
Bellevue, WA 98004
Online/Zoom Meeting**