

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

April 26, 2022

Meydenbauer Center
Bellevue, WA 98004
Meydenbauer Center Room 303 / ZOOM Meeting

8:30AM

I. CALL TO ORDER

Meeting was called to order by appointed Chair Tish at 8:32 am.

II. ATTENDANCE: Laurie Tish, Ron Hofilena, Ann Kawasaki, Roger Anderson, Robert Wallace, Rick Carlson, and John Christison

Others Present City of Bellevue Finance Department Representatives Andrea Jutte

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director VB; Sara Waltemire, COO; Tracy Thornton, Director of Sales & Marketing; Brittan Drake, Theatre Manager.

III. Consent Agenda:

Chair Tish removed the March 22, 2022, meetings minutes from the Consent Agenda for a correction. Motion by Mr. Anderson, second by Mr. Carlson to approve the March 22, 2022, meeting minutes. Motion carried 6-0.

Motion by Mr. Christison, second by Mr. Anderson to approve the Consent Agenda. Motion carried 6-0.

IV. CHAIRMAN REPORT

V. COMMITTEE REPORTS

A. Executive Report

Mr. Carr reviewed a memorandum dated April 26, 2022, regarding City of Bellevue Financial Oversight Committee Membership. Staff recommended adding Tim Carr, Chief Executive officers as the third Authority representative for the Financial Oversight Committee.

Motion by Mr. Carlson and second by Mr. Anderson to add Mr. Carr as the third Authority Representative for the FOC. Motion carried 7-0.

B. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated April 15, 2022, regarding Meydenbauer March 2022 Sales and Marketing Activity.

C. Visit Bellevue

Mr. Jones reviewed a memorandum dated April 22, 2022, regarding Visit Bellevue Executive Summary.

D. Finance Committee

Mr. McCluskey reviewed a memorandum dated April 19, 2022, regarding the March 2022 Unaudited Financial Statements and Reserve Funding Report.

Ms. Waltemire reviewed a memo dated April 3, 2022, regarding Resolution 2022-06 to Enter into a Three-Year Agreement with Superior Linen Service for Linen and Laundry Services.

***Motion by Mr. Carlson and second by Mr. Christison to approve Resolution 2022-06 to Enter into a Three-Year Agreement with Superior Linen Service for Linen and Laundry Services.
Motion carried 7-0.***

E. Facilities Committee

Ms. Waltemire reviewed a memorandum dated April 21, 2022, regarding the BCCA Facilities Report.

OTHER BUSINESS

VII. EXECUTIVE SESSION - None

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 9:57 am.

**NEXT BOARD MEETING: Tuesday, May 24, 2022 @ 8:30 am
Bellevue, WA 98004
In Person or Online/Zoom Meeting**