

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

January 24, 2022

Meydenbauer Center
Bellevue, WA 98004
Room 303

8:30AM

I. CALL TO ORDER

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

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

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director VB; Jeremy Heinrichs, Director of Facility Services; Tracy Thornton, Director of Sales, Andre Jutte, City of Bellevue

III. Consent Agenda:

Motion by Mr. Hofilena second by Mr. Anderson to approve the Consent Agenda. Motion carried 5-0.

IV. CHAIRMAN REPORT

VI. COMMITTEE REPORTS

A. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated January 18, 2023, regarding Meydenbauer January Sales and Marketing Activity.

B. Visit Bellevue

Mr. Jones reviewed a memorandum dated January 19, 2023, regarding Visit Bellevue Executive Summary.

Mr. Jones reviewed a memo regarding Resolution 2023-04 for Media Agency Services.

Motion by Mr. Anderson and second by Mr. Hofilena approve Resolution 2023-04 for Media Agency Services. Motion carried 6-0.

Mr. Jones reviewed a memo regarding Resolution 2023-05 for a Mobile Welcome Center Cart.

Motion by Ms. Kawasaki second by Mr. Hofilena approve Resolution 2023-05 for a mobile Welcome Cart. Motion carried 6-0.

C. Finance Committee

Mr. McCluskey reviewed a memorandum dated December 28, 2022, regarding the November 2022 Unaudited Financial Statements and Reserve Funding Report.

Mr. McCluskey reviewed a memorandum dated January 19, 2023, regarding the December 2022 Unaudited Financial Statements and Reserve Funding Report.

Mr. McCluskey reviewed a memo regarding Resolution 2023-01 to Amend the 2023 Consolidated Fund Budget.

Motion by Mr. Anderson and second by Ms. Kawasaki to approve the Resolution 2023-01 to Amend the 2023 Consolidated Funds Budget. Motion carried 6-0.

Mr. McCluskey reviewed a memo regarding Resolution 2023-02 to enter into and an Agreement with Aldridge for IT Infrastructure Upgrade.

Motion by Ms. Kawasaki and second by Mr. Anderson to approve Resolution 2023-02 to enter into and an Agreement with Aldridge for IT Infrastructure Upgrade. Motion carried 6-0.

D. Facilities Committee

Mr. Heinrichs reviewed a memorandum dated January 13, 2023, regarding the BCCA Facilities Report.

Mr. Heinrichs reviewed a memo regarding Resolution 2023-03 to enter into Contracts and Contract Amendments with the Department of Enterprise Services for Energy Service Proposal Phase 1.

Motion by Mr. Hofilena and second by Mr. Anderson to approve Resolution 2023-03 to enter into Contracts and Contract Amendments with the Department of Enterprise Services for Energy Service Proposal Phase 1. Motion carried 6-0.

OTHER BUSINESS

VII. EXECUTIVE SESSION

Chair Tish called for an Executive Session to review the performance of a public employee. The Executive session was called at 9:50 for a 30-minute item period. The board returned from Executive Session at 10:20am.

Regular session was called to order at 10:21.

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 10:22 am.

NEXT BOARD MEETING: Tuesday, February 28, 2023 @ 8:30 am
Bellevue, WA 98004
In Person at Meydenbauer Center, Room 303