

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

September 26, 2023
9:05 AM

Meydenbauer Center
Bellevue, WA 98004
Room 303 and Online via Zoom

I. CALL TO ORDER

The meeting was called to order by Chair Tish at 8:30 am.

II. ATTENDANCE: Laurie Tish, Ron Hofilena, Ann Kawasaki, Rick Carlson, John Christison, Usma Siddiqi, Dan Watson

Others Present Andrea Jutte, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director, VB; Jeremy Heinrichs, Director of Facility Services; Tracy Thornton, Director of Sales & Marketing

III. Consent Agenda:

***Motion by Ms. Kawasaki and a second by Mr. Hofilena to approve the Consent Agenda.
Motion carried 6-0.***

IV. CHAIRMAN REPORT – No report

A. Meydenbauer Center Sales and Marketing Activity

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

B. Visit Bellevue

Mr. Jones reviewed a memorandum dated September 21, 2023, regarding Visit Bellevue Executive Summary.

Mr. Jones reviewed a memo regarding Resolution 2023-12 to execute a master service agreement with Simpleview for bundled marketing products and services.

**Motion by Mr. Carlson and second by Ms. Siddiqi to approve Resolution 2023-12 to execute a master service agreement with Simpleview for bundled marketing products and services.
Motion carried 6-0.**

C. Finance Committee

Mr. McCluskey reviewed a memorandum dated September 20, 2023, regarding the August 2023 Unaudited Financial Statements and Reserve Funding Report.

Mr. McCluskey reviewed a memo regarding Resolution 2023-11 to Amend Bellevue Convention Center Authority's Credit Card Program.

Motion by Ms. Kawasaki and second by Mr. Hofilena to approve Resolution 2023-11 to Amend Bellevue Convention Center Authority's Credit Card Program. Motion carried 6-0.

D. Facilities Report

Mr. Heinrichs reviewed a memorandum dated September 20, 2023, 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 9:30 am.

**NEXT BOARD MEETING: Tuesday, October 24, 2023 @ 8:30 am
Bellevue, WA 98004
Hyrid meeting: Online Via Zoom or in person at
Meydenbauer Center, Room 303**