

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

January 23, 2024
8:30 AM

Meydenbauer Center
Bellevue, WA 98004
Room 407 and Online via Zoom

I. CALL TO ORDER

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

- II. **ATTENDANCE:** Laurie Tish, Ron Hofilena, Ann Kawasaki, Rick Carlson, Roger Anderson, John Christison, Uzma Siddiqui, Dan Watson (Emeritus)

Others Present Deputy Mayor Jared Nieuwenhuis; Andre Jutte, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Sara Waltemire COO, Brad Jones, Visit Bellevue Executive Director; Tracy Thornton, Director of Sales & Marketing; Jeremy Heinrich, Director of Facility Services; Even Mues, Theatre Booking Manager

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

V. Executive Report

Mr. Carr shared a memorandum dated January 19, 2024, regarding the BCCA Executive Report.

Mr. Mues shared a memo dated January 23, 2024 regarding the Q42023 – Meydenbauer Theatre Update

VI. COMMITTEE REPORTS

A. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated January 17, 2024, regarding Meydenbauer Center December Sales and Marketing Activity.

B. Visit Bellevue

Mr. Jones reviewed a memorandum dated January 18, 2024, regarding Visit Bellevue Executive Summary.

Mr. Jones reviewed the 2024 proposed slate of members of the Visit Bellevue Advisory Board.

Motion by Mr. Anderson and second by Mr. Hofilena to approve the slate of candidates for the 2024 Visit Bellevue advisory board. Motion carried 7-0.

Mr. Jones reviewed a memo regarding Resolution 2024-01 to execute a contract with Medium Giant for the execution of the Bellevue Destination Paid Media Campaign and Agency Services for 2024.

Motion by Mr. Hofilena and second by Mr. Anderson to execute a contract with Medium Giant for the execution of the Bellevue Destination Paid Media Campaign and Agency Services for 2024. *Motion carried 7-0.*

C. Finance Report

Mr. McCluskey reviewed a memorandum dated January 17, 2024, regarding the December 2023 Unaudited Financial Statements and Reserve Fund Report.

Mr. McCluskey reviewed a memo regarding Resolution 2024-02 to Amend the 2024 Consolidated Fund Budget.

Motion by Mr. Anderson and a second by Ms. Siddiqui to approve Resolution 2024-02 to Amend the 2024 Consolidated Funds Budget. Motion carried 7-0.

D. Facilities Report

Mr. Heinrichs reviewed a memorandum dated January 22, 2024, regarding the BCCA Facilities Report.

Ms. Waltemire reviewed a memorandum dated January 17, 2024, regarding the BCCA Sustainability Committee Update.

OTHER BUSINESS

VII. EXECUTIVE SESSION – At 9:58 Chair Tish called an executive session to review the performance of a public employee. Chair Tish scheduled the session for 20 minutes. The executive session ended at 10:22 and the regular meeting resumed.

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 10:23 am.

**NEXT BOARD MEETING: Tuesday, February 27, 2024 @ 8:30 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom**