

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

**March 23, 2024`
8:30 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 8:33 am.

II. ATTENDANCE: Laurie Tish, Ron Hofilena, Ann Kawasaki, Roger Anderson, Rick Carlson, Uzma Siddiqui, Dan Watson (emeritus)

Others Present: Jared Nieuwenhuis, Bellevue City Council Liaison Andre Jutte, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Sara Waltemire COO, Sheila Freeman, Visit Bellevue Director of Marketing; Tracy Thornton, Director of Sales & Marketing; Even Mues, Theatre Manager

III. Consent Agenda:

***Motion by Mr. Anderson 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 March 22, 2024, regarding the BCCA Executive Report.

VI. COMMITTEE REPORTS

A. *Meydenbauer Center Sales and Marketing Activity*

Ms. Thornton reviewed a memorandum dated March 15, 2024, regarding Meydenbauer Center February Sales and Marketing Activity.

B. *Visit Bellevue*

Ms. Freeman reviewed a memorandum dated March 21, 2024, regarding Visit Bellevue Executive Summary.

C. *Finance Report*

Mr. McCluskey reviewed a memorandum dated March 18, 2024, regarding the February 2024 Unaudited Financial Statements and Reserve Fund Report.

D. *Facilities Report*

Ms. Waltemire reviewed a memorandum dated March 21, 2024, regarding the BCCA Facilities Report.

Ms. Waltemire reviewed a memo regarding Resolution 2024-03 to Enter into a Contract with Lawson Construction LLC dba Wright Roofing for Construction Services.

Motion to Enter into a Contract with Lawson Construction LLC dba Wright Roofing for Construction Services. *Motion carried 5-0.*

OTHER BUSINESS

VII. EXECUTIVE SESSION – None Scheduled

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 9:50 am.

NEXT BOARD MEETING: Tuesday, April 23, 2024 @ 8:30 am

Bellevue, WA 98004

Meydenbauer Center Room 303 or online Via Zoom