

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

January 28, 2025
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 8:32 am.

II. **ATTENDANCE:** Laurie Tish, Ron Hofilena, Ann Kawasaki, Rick Carlson, John Christison (9:05am), Uzma Siddiqi (8:34 am), Dan Watson (Emeritus)

Others Present Bellevue City Council Member Jared Nieuwenhuis; Andre Jutte, City of Bellevue; Lizzete Flores, 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; Nate Brown, Director of Facilities

III. Consent Agenda:

Motion by Mr. Hofilena and a second by Mr. Carlson to approve the Consent Agenda. Motion carried 4-0.

IV. CHAIRMAN REPORT – No report

V. COMMITTEE REPORTS

A. **Finance Report**

Mr. McCluskey reviewed a memorandum dated January 16, 2025, regarding the November 2024 Unaudited Financial Statements and Reserve Fund Report.

Mr. McCluskey reviewed a memorandum dated January 24, 2025, regarding the December 2024 Unaudited Financial Statements and Reserve Fund Report.

Mr. McCluskey reviewed a memo regarding Resolution 2025-02 to Amend the 2025 Consolidated Fund Budget.

Motion by Ms. Kawasaki, a second by Mr. Hofilena to approve Resolution 2025-02 to Amend the 25 Consolidated Funds Budget. Motion carried 5-0.

Mr. McCluskey reviewed a proposed Finance Department Operating Policy and the corresponding Resolution 2025-03 to Approve an Operating Reserve Policy.

Motion by Ms. Kawasaki, a second by Ms. Siddiqi to approve Resolution 2025-03 to Approve an Operating Reserve Policy. Motion carried 5-0.

December 2024 Unaudited Financial Statements and Reserve Fund Report.

Mr. McCluskey reviewed a memo regarding Resolution 2025-04 to Amend the 2024 Consolidated Fund Budget.

Motion by Ms. Kawasaki, a second by Mr. Carlson to approve Resolution 2025-04 to Amend the 2024 Consolidated Funds Budget. Motion carried 5-0.

VI. EXECUTIVE SESSION

At 8:50am Chair Tish called an executive session to review the IATSE Local 15 Contract. Chair Tish scheduled the session for 15 minutes. The executive session ended at 9:05am and the regular meeting resumed.

Mr. Carr reviewed a memo regarding Resolution 2025-01 to Execute a Collective Bargaining Agreement with the International Alliance of Theatrical & Stage Employees (IATSE) Local 15.

Motion by Mr. Hofilena, a second by Mr. Carlson to approve Resolution 2025-01 to Execute a Collective Bargaining Agreement with the International Alliance of Theatrical & Stage Employees (IATSE) Local 15. Motion carried 6-0.

VII. Executive Report

Mr. Carr shared a memorandum dated January 24, 2025, regarding the BCCA Executive Report.

VIII. COMMITTEE REPORTS (continued)

B. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated January 18, 2025, regarding Meydenbauer Center December Sales and Marketing Activity.

C. Visit Bellevue

Mr. Jones reviewed a memorandum dated January 23, 2025, regarding Visit Bellevue Executive Summary.

Mr. Jones presented the Visit Bellevue Advisory Board nominations for January 2025 – December 2025.

Motion by Mr. Hofilena, a second by Ms. Siddiqi to approve the Visit Bellevue Advisory Board nominations. Motion carried 6-0.

D. Facilities Report

Mr. Brown reviewed a memorandum dated January 8, 2025, regarding the BCCA Facilities Report.

Ms. Waltemire reviewed a memorandum dated January 3, 2025, regarding the BCCA Quarterly Sustainability Committee Update.

OTHER BUSINESS

IX. COMMUNICATIONS WITH THE PUBLIC - None

X. ADJOURNMENT

Chair Tish adjourned the meeting at 9:49 am.

NEXT BOARD MEETING: Tuesday, February 25, 2025 @ 8:30 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom