

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

February 25, 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 8:30 am.

II. **ATTENDANCE:** Laurie Tish, Ron Hofilena, Roger Anderson, Rick Carlson, Uzma Siddiqui, John Christison

Others Present: Councilmember Jared Nieuwenhuis, Andrea Jutte, City of Bellevue, Lizette Flores, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO, Jane Kantor, Director of Destination Sales; Sara Waltemire, COO; Tracy Thornton, Director of Sales & Marketing; Nate Brown, Director of Facilities. Tim Wiler Gonzales, Theatre Manager

III. Consent Agenda:

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

IV. Resolution 2025-04

Ms. Kantor reviewed a memo regarding Resolution 2025-04 to Enter into a Contract with Cvent Inc. For Online Request for Proposals.

Motion by Mr. Anderson, a second by Ms. Siddiqui to approve Resolution 2025-04 to Enter into a Contract with Cvent Inc. For Online Request for Proposals. Motion carried 6-0.

V. CHAIR REPORT – No report

V. Executive Report

Mr. Carr reviewed a report dated February 21, 2025, regarding the Meydenbauer Theatre Update.

Mr. Carr reviewed the 2024-year end Key performance Indicators.

COMMITTEE REPORTS

A. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated February 17, 2025, regarding Meydenbauer Center January Sales and Marketing Activity.

B. *Visit Bellevue*

Mr. Kantor reviewed a memo dated February 20, 2025, regarding the Visit Bellevue Executive Summary.

C. *Finance Report*

Mr. McCluskey reviewed a memorandum dated February 19, 2025, regarding the January 2025 Unaudited Financial Statements and Reserve Fund Report.

D. *Facilities Report*

Mr. Brown reviewed a memorandum dated February 12, 2024, regarding the BCCA Facilities Report.

OTHER BUSINESS

VII. EXECUTIVE SESSION – None Scheduled

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 9:38 am.

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