

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

April 22, 2025
9:10 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 9:16 am.

II. ATTENDANCE: Laurie Tish, Ron Hofilena, Roger Anderson, Rick Carlson, John Christison (9:20am arrival)

Others Present Andrea 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; Nate Brown, Director of Facilities

III. Consent Agenda:

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

IV. CHAIRMAN REPORT – No report

V. EXECUTIVE REPORT

Mr. Carr reviewed the 2025 Q1 Meydenbauer Center Key Performance Indicators.

COMMITTEE REPORTS

A. Facilities Report

Mr. Brown reviewed a memorandum dated April 9, 2025 regarding the April 2025 Facilities Report.

Ms. Waltemire reviewed a memo regarding Resolution 2025-08 to Enter into a Contract with Bargreen Ellingson for Rational Ovens.

Motion by Mr. Anderson, a second by Mr. Christison to approve Resolution 2025-08 to Enter into a Contract with Bargreen Ellington for Rational Ovens. Motion carried 5-0.

B. Finance Report

Mr. McCluskey reviewed a memorandum dated April 16, 2025, regarding the March 2025 Unaudited Financial Statements and Reserve Fund Report.

C. *Meydenbauer Center Sales and Marketing Activity*

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

D. *Visit Bellevue*

Mr. Jones reviewed a memorandum dated April 17, 2025, regarding Visit Bellevue Executive Summary.

VI. EXECUTIVE SESSION - None

OTHER BUSINESS

IX. COMMUNICATIONS WITH THE PUBLIC - None

X. ADJOURNMENT

Chair Tish adjourned the meeting at 9:55 am.

NEXT BOARD MEETING: Tuesday, May 27, 2025 @ 8:30 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom