

**BELLEVUE CONVENTION CENTER AUTHORITY  
BOARD MEETING**

August 26, 2025  
8:30 AM

Meydenbauer Center  
Bellevue, WA 98004  
Room 303 and Online via Zoom

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**I. CALL TO ORDER**

The meeting was called to order by Chair Tish at 8:30 am.

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

**Staff:** Tim Carr, CEO; 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. Christison and a second by Mr. Hofilena to approve the Consent Agenda. Motion carried 7-0.*

**IV. CHAIRMAN REPORT – No report**

**V. EXECUTIVE REPORT**

Mr. Carr reviewed a memorandum dated August 22, 2025, regarding the BCCA Executive Report.

Ms. Waltemire reviewed slides representing the results of the Q2 Meydenbauer Center Post Event Reviews.

Mr. Carr reviewed a memorandum dated August 21, 2025, regarding the Q2 2025 Meydenbauer Theatre Update.

**COMMITTEE REPORTS**

**A. Meydenbauer Center Sales and Marketing Activity**

Ms. Thorton reviewed a memorandum dated August 20, 2025, regarding Meydenbauer Center July Sales and Marketing Activity.

**B. Visit Bellevue**

Mr. Jones reviewed a memorandum dated August 21, 2025, regarding Visit Bellevue Executive Summary.

**C. Finance Report**

Mr. Carr reviewed a memorandum dated July 16, 2025, regarding the June 2025 Unaudited Financial Statements and Reserve Fund Report.

Mr. Carr reviewed a memorandum dated August 18, 2025, regarding the July 2025 Unaudited Financial Statements and Reserve Fund Report.

Mr. Carr reviewed a memo regarding Resolution 2025-11, Approval of 2026 Commercial Insurance Plan.

***Motion by Mr. Anderson, a second by Ms. Kawasaki to approve Resolution 2025-11 to Approval of 2026 Commercial Insurance Plan. Motion carried 7-0.***

**D. Facilities Report**

Mr. Brown reviewed a memorandum dated August 15, 2025, regarding the August 2025 Facilities Update.

Ms. Waltemire reviewed a memorandum dated July 1, 2025, regarding the Quarterly Sustainability Committee Update.

**VI. EXECUTIVE SESSION - None**

**OTHER BUSINESS**

**IX. COMMUNICATIONS WITH THE PUBLIC - None**

**X. ADJOURNMENT**

Chair Tish adjourned the meeting at 10:15 am.

**NEXT BOARD MEETING: Tuesday, September 23, 2025 @ 8:30 am  
Bellevue, WA 98004  
Meydenbauer Center Room 303 or online Via Zoom**