

Minutes

Washington State Convention Center
Public Facilities District

Regular Meeting of the Board of Directors
November 26, 2024

I. CALL TO ORDER

Frank K. Finneran, Board Chairman, convened a regular meeting of the Washington State Convention Center Public Facilities District (SCC) at 12:32 p.m.

MEETING ATTENDANCE

Board Directors in Attendance

Frank K. Finneran, Chair
Deryl Brown-Archie, Vice Chair
Craig Schafer
Taylor Hoang
Tom Norwalk

Board Directors Absent

Katie Garrow
Robert Flowers

Officers in Attendance

Jennifer LeMaster, President / CEO
Erwin Vidallon, CFO
Linda Willanger, Vice President of Administration / AGM
Jon Houg, Vice President of Operations

II. **Approval of Minutes**

September 24, 2024, WSCC PFD Board Regular Meeting

Mr. Schafer made a motion to approve the minutes of the September 24, 2024, Regular Board meeting; Ms. Brown-Archie seconded, and the motion was carried by the unanimous affirmative vote of all Directors present via video conference call.

III. **Public Comments**

Mr. Finneran advised that anyone wishing to speak before the Board, either as an individual or as a member of a group, may do so at this time. Individuals desiring to speak shall give their name, address, and the group they represent, if any. There were no public comments.

VI. **President's Report**

Ms. LeMaster provided an update on her first 90 days as President/CEO.

VIII. **Financial Report**

Mr. Vidallon, SCC Chief Financial Officer, reviewed the October 2024 Financial Report.

VII. **SCC Sales Report**

Mr. McQuade, SCC Director of Sales provided a review of the Sales team's activities through October 2024.

VIII. **Visit Seattle Sales Report**

Mr. Andersen, Senior Director of Visit Seattle, and Ms. Saling, Senior Vice President & Chief Sales Officer, presented the Visit Seattle Sales Report.

IV. **Food Service Report**

Mr. Hedrick provided the ARAMARK food service report.

V. **Facilities Update**

Mr. Houg presented the Contract for Elevator Inspections, Maintenance, and Repairs and the October parking report as contained in the Board packet. Ms. Brown-Archie made the motion to approve the contract as presented. Mr. Norwalk seconded, and the motion was carried by the unanimous vote.

IV. **Government Relations & Civic Outreach Committee Update**

Ms. Brown-Archie invited Emelie East and Eileen Sullivan to provide their reports to the Board.

IV. **Executive Session**

Consistent with RCW 42.30.110(1)(i), as permitted by the Open Public Meetings Act, the purpose of the executive session was to discuss possible litigation with legal counsel. Mr. Finneran announced the executive session would run for 20 minutes with all Board members present, Mr. Hendricks, McNaul attorneys, and the SCC executive team. Executive Session was extended twice, once for 10 minutes and again for an additional 5 minutes.

V. **Chairman's Report**

Mr. Finneran announced the desire to name the Garden Terrace at Summit after Matt Griffin for all his work with the Summit project. Mr. Schafer made the motion to approve naming the Terrace after Mr. Griffin, Mr. Norwalk seconded, and the motion was carried by a vote of four to one.

At 2:10 p.m. the meeting was adjourned