

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Executive Committee**  
**Friday, December 15, 2017 at 9:00 AM**  
**Irving Convention Center, First Floor Board Room**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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NOTE: A possible quorum of the Irving Convention and Visitors Bureau Board of Directors may be present at this committee meeting.

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1. Accepting the Irving Convention Center Financial Reports for October and November 2017
2. Accepting the ICVB Financial Reports for October and November 2017
3. Reviewing the Hotel Occupancy Tax Collections for Fourth Quarter FY 2016-17
4. Chairman / Executive Director Reports
  - a. Approving November 17, 2017 Minutes
  - b. Review of December 18, 2017 Board meeting agenda
  - c. Strategic Plan Update
  - d. Performance Plan Weightings – Additional Detail
5. Next meeting – Friday, January 19, 2018

**CERTIFICATION**

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

\_\_\_\_\_ at \_\_\_\_\_ and remained so posted at least 72 hours before said meeting convened.

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Deputy Clerk, City Secretary's Office

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This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas government code.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.