

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, June 28, 2021, at 11:45 AM
Irving Convention Center, Third Floor Junior Ballroom A-D
500 W. Las Colinas Blvd.
Irving, Texas 75039

NOTE: A possible quorum of the Irving City Council may be present at this committee meeting.

1. Citizen Comments on Items Listed on the Agenda

Consent Agenda

2. Approving ICVB Board Minutes for May 24, 2021
3. Accepting the Irving Convention Center Financial Report for May 2021
4. Accepting the ICVB Financial Report for May 2021
5. Review of Hotel Occupancy Tax Report
6. Review of ICVB Cash Flow Report

Individual Consideration

7. Related Party Transaction Policy for Irving Convention Center
8. Formalizing the Irving Convention Center Bad Debt Policy
9. Approving 2021-22 ICVB Budget and Marketing Plan
10. Approving Irving Convention Center Capital Improvement Plan
11. Accepting Year 3 Update to the ICVB Board 2018-21 Strategic Plan
12. Accepting the Destinations International Code of Ethics

Board Reports

13. COVID-19 Update
14. Board Chair Report
 - a. Schedule of Upcoming Meetings and Activities
 - b. Board Applicant Recruitment Process and Formalizing Board Officer Nomination Process
 - c. Next Board Meeting – July 19, 2021
 - d. Board Strategic Planning Meeting – New dates pending: Sept. 23-24

AGENDA - Continued

15. Board Committee Reports

- a. Board and Business Development – Bob Bourgeois
 - Meeting Recap - June 11
- b. Community Engagement – Clem Lear
 - Next Meeting – July 13
- c. Destination Development – Greg Malcolm
 - Next Meeting August 10

16. City Reports

- a. Council Liaison – Deputy Mayor Pro Tem Kyle Taylor
- b. Mayor & Other Council Members
- c. City Manager – Chris Hillman
 - Visitor Development Updates
 - Toyota Music Factory
 - Other City Updates

17. Bureau Monthly Management Reports

- a. Executive Director – Maura Gast
 - Hotel Development Ordinance – Hotelier Survey Results
- b. Sales and Services – Lori Fojtasek
- c. Marketing and Communications – Diana Pfaff
- d. Finance and Administration – Susan Rose
 - Smith Travel Research and AirDNA Monthly Reports

18. Convention Center Management Report – Tom Meehan/Matt Tungett

19. Industry Partner Reports

- a. The Pavilion at the Toyota Music Factory/Live Nation Report
- b. Hotel Industry Updates – Greg Malcolm, Kim Limon, and Nydia Hoskins
- c. Restaurant Industry Update – David Cole

20. Partner Organization & Stakeholder Reports

- a. DART/Transportation and Infrastructure – Mayor Rick Stopfer
- b. DCURD and Irving Flood Control Districts – Dallas Burke
- c. Chamber of Commerce – Sam Reed/Beth Bowman
- d. Irving Arts and Culture – Todd Hawkins/Kim Andres
- e. The Las Colinas Association – Hammond Perot
- f. TIF – Michael Randall
- g. University of Dallas – Clare Venegas

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 will remain so posted at least 72 hours before said meeting convened.

Deputy Clerk, City Secretary's Office

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.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

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.