

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, January 25, 2021 at 11:45 AM
Zoom Video Conference

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

Directors of the ICVB and the public may participate in the Board of Directors meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 11:15 a.m. to 11:45 a.m. on January 25, 2021. All participants by telephone conference or videoconference will be able to speak when called upon; however, video images of the citizen participants will not be available.

The following link will allow access online: <https://us02web.zoom.us/j/83670947402> - Meeting ID: 836 7094 7402. Or via telephone by dialing 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free), 1-346-248-7799 US (Houston), Meeting ID: 836 7094 7402.

1. Citizen Comments on Items Listed on the Agenda

Consent Agenda

2. Approving ICVB Board Minutes for December 14, 2020
3. Accepting the Irving Convention Center Financial Report for October 2020
4. Accepting the ICVB Financial Reports
 - a. September 2020
 - b. October 2020
 - c. November 2020
 - d. December 2020

5. Review of Hotel Occupancy Tax Report

6. Review of ICVB Cash Flow Report

Individual Consideration

7. Acknowledging Proposed Terms for Operating Loan from the City of Irving
8. Approving Further Detailed Investigation and Potential Application for Payroll Protection Program Loan through the CARES Act

Board Reports

9. COVID-19 Update
10. Board Chair Report
 - a. Welcome New/Incoming Board Members
 - b. Board Member Conflict of Interest Form
 - c. Schedule of Upcoming Meetings and Activities
 - d. Next Board Meeting – February 22, 2021

AGENDA - Continued

11. Board Committee Reports

- a. Board & Business Development – Bob Bourgeois
 - Proposed Bylaws Revisions
 - Next Meeting – March 12
- b. Community Engagement – Clem Lear
 - January 12 – Meeting will be Rescheduled
 - Next Meeting – April 6
- c. Destination Development – Greg Malcolm
 - Next Meeting – February 9

12. 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

13. Bureau Monthly Management Reports

- a. Executive Director – Maura Gast
- 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
 - Revised Board Portal

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

15. Industry Partner Reports

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

AGENDA - Continued

16. 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.