

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Monday, September 26, 2022, at 11:45 AM**  
**Irving Convention Center, Grand Ballroom 1-2**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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

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1. Citizen Comments on Items Listed on the Agenda

**Consent Agenda**

2. Approving ICVB Board Meeting Minutes for August 22, 2022
3. Accepting the ICVB Financial Reports – August 2022
4. Review of the Hotel Occupancy Tax Collections – July 2022
5. Accepting the Irving Convention Center Financial Report – August 2022

**Presentations**

6. Irving Hotel Outlook Presentation – Tourism Economics Quarterly Update
7. ASM (SMG) Global Corporate Update and Industry Outlook

**Individual Consideration**

8. Approval of Revised Budget – Fiscal Year 2022-23

**Board Reports**

9. COVID-19/American Rescue Plan Act Update
10. Board Chair Report
  - a. Service Award Recognitions:
    - CVB Sales Manager Cheryl Hopkins – 30 years
    - CVB Sales and Services Coordinator Brenda Lopez – 10 years
    - CVB Sales Manager Debbie Roberts – 10 years
    - CVB Marketing Director Monty White – 10 years

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**AGENDA - Continued**

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- b. Nominating Task Force Report
- c. Visitor Information Kiosk Volunteer Form
- d. Next Board Meeting – Special Meeting: October 21, 2022, Executive Director Performance Evaluation - Irving Convention Center; First Floor Conference Room

**11. Board Committee Reports**

- a. Board and Business Development – Richard Stewart, Jr.
  - Recap of September 9 Committee Meeting
  - Board Self- Evaluation Form
  - Next Meeting – December 9, 9:00 a.m.
- b. Community Engagement – Karen Cooperstein
  - Next Meeting – October 11, 9:00 a.m.
  - 50<sup>th</sup> Anniversary Reception – November 9
- c. Destination Development – Greg Malcolm
  - Next Meeting – November 8, 11:30 a.m.

**12. City Reports**

- a. Council Liaison – Councilman Kyle Taylor
- b. Mayor & Other Council Members
  - DART/Transportation and Infrastructure – Mayor Rick Stopfer
- c. City Manager – Chris Hillman
  - Visitor Development Updates
  - 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. Administration and Finance – Susan Rose
  - Smith Travel Research and AirDNA Monthly Reports

**14. Convention Center Management Report – Tom Meehan**

**15. Industry Partner Reports**

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

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**AGENDA - Continued**

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- 16. Partner Organization & Stakeholder Reports**
  - a. DCURD and Irving Flood Control Districts – Dallas Burke
  - b. Chamber of Commerce – John Nicks/Beth Bowman
  - c. Irving Arts and Culture – Kelly O’Briant/Todd Hawkins
  - d. The Las Colinas Association – Hammond Perot
  - e. TIF – Michael Randall
  - f. 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

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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.

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.