

## MINUTES

MCCVB Executive Committee – Special Meeting

Friday March 20, 2020 | 10:00AM – 11:00AM

Conference Call Dial In: 425-436-6338 Access Code 495717#

Committee Members Present: Kevin Ellis, Jeroen Gerrese, John Lloyd, and John Turner Staff Present: Rob O’Keefe, Paul Martin and Jennifer Johnson

John Turner called the meeting to order at 10:00am

PUBLIC COMMENT None

MEMBER AND STAFF ANNOUNCEMENTS Rob updated the Committee on the team’s response to the Shelter in Place order and that they are productively working from home. He also noted that there are two potential locations being considered for the relocation of MCCVB’s office.

There was no public comment on Closed Session agenda items.

John Turner adjourned the meeting to closed session.

### CLOSED SESSION AGENDA

#### A. Coronavirus Impact and MCCVB Operations

The Committee received an impact analysis from Rob and Paul including recommended actions to implement in response to the financial health of the organization as needed. Committee members agreed that the impact model should be revised to include a more aggressive assumption of revenue loss based on current occupancy situation reports and that plans should be ready to implement based on changes that occur on a regular basis.

John Turner reconvened the meeting.

Announcement from closed session: John Turner noted that no action was taken by the Committee and that staff was provided feedback and given direction regarding MCCVB’s impact model.

GOOD OF THE ORDER None

The Committee agreed to hold a special meeting on March 25<sup>th</sup> to review up to date information prior to the Board meeting on March 26<sup>th</sup>.

John Turner adjourned the meeting at 11:02am.