

**Board of Directors Regular Meeting**

**MINUTES**

September 17, 2020

3:00pm – 4:30pm

**Video Conference**

**PUBLIC CALL IN NUMBER 1 253 215 8782**

**PLEASE SEE NOTE BELOW**

**Call to Order**

Board Chair Maureen Huffman called the meeting to order at 3:10 pm. Board Members Donna Rios, Ken Stockdale, Bob Schrader, Maureen Huffman, Josh Ewing, Elissa Cotero

**Roll Call**

Board Members: Maureen Huffman, Embassy Suites; Ken Stockdale, Crowne Plaza; Elissa Cotero, Westfield Southcenter; Josh Ewing, Hilton Hotels; Donna Rios, Radisson Hotel; Bob Schrader, Marriott Hotels.

**MOTION: Board Member Ewing made a motion to excuse Board Member Jenny Vasquez, seconded by Chair Huffman. Passed unanimously.**

Fill Position 9, Vacated by Jill Andrews, Ending Dec. 31, 2020

**MOTION#2020-013: Board Member Stockdale moved to appoint Meredith Mara to Board Position 9, Ending December 31, 2020, seconded by Board Member Ewing. Passed unanimously.**

**Staff Present: Katherine Kertzman, President/CEO; Cecilia Pollock, Comptroller; Meagan McGuire, VP Sales & Services; Ashley Comar, VP MarCom; Autumn Lingle, Operations Administrator**

**Approve/Amend Agenda**

**MOTION: Board Member Stockdale made a motion to approve agenda, seconded by Board Member Ewing. Passed unanimously.**

**Public Comments\***

**Chair's Report**

**A. Presentation of Consent Agenda – Maureen Huffman, Board Chair**

Item 1: Approval of Minutes from the June 11, 2020, Regular Board Meeting.

Item 2: Approval of Auditing Official's Certificate from June 7, 2020 through August 31, 2020.

Check numbers 9094 through 9171 in the amount of \$546,086.44. Electronic payments in the amount of \$224,216.56.

**MOTION: Board Member Ewing moved to approve Consent Agenda Items 1 through 2, seconded by Board Member Stockdale. Passed unanimously.**

**President's Report**

**A. Informational:**

- a. “Bring Meetings Back” City Emergency Funding Request – Update  
President/CEO Kertzman provided an update.
- b. “King County Tourism Recovery” Funding Request – Update
  - i. Visit Seattle Contract  
King County approved plan. RTA to work with Visit Seattle.
- c. Lease Extension  
Lease extended until July 1, 2021
- d. Seattle Southside RTA 2021 Business Plan  
It will be submitted along with the budget to council in October

**B. Action:**

- a. Resolution No. 2020 – 005 Authorizing the President and CEO to enter into a 2-year contract with City of SeaTac for \$175,000 to implement a Meeting’s Marketing Sponsorship Program, amending the RTA’s 2020 budget adopted September 12, 2019.  
**MOTION#2020-014: Board Member Stockdale moved to authorize the President and CEO to enter into a 2-year contract with City of SeaTac for \$175,000 to implement a Meeting’s Marketing Sponsorship Program, amending the RTA’s 2020 budget adopted September 12, 2019, seconded by Board Member Ewing. Passed unanimously.**
- b. Resolution No. 2020 – 006 Authorizing the President and CEO to enter into a 2-year contract with City of Tukwila for \$75,000 to implement a Meeting’s Marketing Sponsorship Program, amending the RTA’s 2020 budget adopted September 12, 2019.  
**MOTION#2020-015: Board Member Schrader moved to authorize the President and CEO to enter into a 2-year contract with City of Tukwila for \$75,000 to implement a Meeting’s Marketing Sponsorship Program, amending the RTA’s 2020 budget adopted September 12, 2019, seconded by Board Member Rios. Passed unanimously.**
- c. Resolution No. 2020 – 007 Authorizing the President and CEO to enter into a contract with King County to implement a Tourism Recovery Plan, amending the RTA’s 2020 budget adopted September 12, 2019 and becomes effective March 1, 2020.  
**AMENDED MOTION#2020-016: Board Member Schrader moved to authorize President and CEO to enter into a contract with King County to implement a Tourism Recovery Plan, amending the RTA’s 2020 budget adopted September 12, 2019 and becomes effective June 1, 2020, seconded by Board Member Stockdale. Passed unanimously.**
- d. Resolution No. 2020 – 008 Authorizing the President and CEO to work with Pacifica Law Group to enter into a contract with Seattle King County Convention and Visitors Bureau d/b/a Visit Seattle to implement Phase 1 of the King County Tourism Recovery Plan amending the RTA’s 2020 budget adopted September 12, 2019, and becomes effective March 1, 2020.  
**AMENDED MOTION#2020-017: Board Member Stockdale moved to authorize the President and CEO to work with Pacifica Law Group to enter into a contract with Seattle King County Convention and Visitors Bureau d/b/a Visit Seattle to implement Phase 1 of the King County Tourism Recovery Plan amending the RTA’s 2020 budget adopted September 12, 2019, and becomes effective June 1, 2020, seconded by Board Member Ewing. Passed Unanimously.**
- e. Motion to approve the Seattle Southside RTA 2021 Business Plan  
**RECOMMENDED MOTION#2020-018: Board Member Ewing moved to approve the Seattle Southside RTA 2021 Business Plan, seconded by Board Member Rios. Passed Unanimously.**

## Financial Reports – Comptroller Cecilia Pollock

### A. Informational:

- a. YTD Financial Reports
- b. Updated TPA Revenue Projections
- c. Updated 3-year Financial Proforma
- d. Amended 2020 Budget
- e. 2021 Budget

### B. Action Items

- a. Resolution No. 2020-003, Amending the 2020 Budget Resolution No. 2019-004  
**MOTION#2020-019: Board Member Ewing moved to approve Resolution 2020-003, Amending the 2020 Budget Resolution No. 2019-004, seconded by Board Member Stockdale. Passed unanimously.**
- b. Resolution No. 2020-004 Approve 2021 Budget  
**MOTION#2020-020: Board Member Stockdale moved to approve Resolution 2020-004 authorizing the 2021 Budget, seconded by Board Member Rios. Passed unanimously.**

## Other Business – Anyone?

MarCom VP Comar noted the RTA received NYX video award and displayed statuette

RTA's Public Relations and Communications team have had features and articles about them in the P.I., Readers Digest and Puget Sound Business Journal

The RTA has reached it's 5-year RTA anniversary

Meetings and Events-Board Member Ewing touched on meetings advocacy suggesting to the governor relaxing criteria and offering strategies and guidelines to holding meetings and events.

**MOTION#2020-021: Board Member Ewing moved to authorize President Kertzman to work on behalf of the Board of Directors to participate with the meetings advocacy group, seconded by Board Member Stockdale. Passed unanimously.**

## Executive Session

An Executive Session was called at 4:04 pm to discuss RCW 42.30.110 (1)(g) to review the performance of a public employee. It terminated at 4:14 pm. Attending the session were Chair Huffman, Board Members Stockdale, Schrader, Ewing, Rios, Cotero and RTA staff Lingle.

## Next Meeting Date

October 15, 2020

## Adjournment

Meeting was adjourned at 4:15pm.