

Board of Directors Regular Meeting

AGENDA

June 14, 2018

3100 S. 176th St., SeaTac, WA 98188

RTA Board Room

4:00 p.m. – Call to Order—*Maureen Huffman, Board Chair*

1. Roll Call

Excuse absent Board Members – Motion

2. Approve/Amend Agenda

3. Call for Public Comment

Anyone wishing to speak before the Board, either as an individual or as a member of a group may do so at this time. Individuals desiring to speak shall give their name, address, and the group they represent, if any. A speaker is limited to three minutes unless granted an extension of time.

4. Chair's Report

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

Item 1: Approval of minutes from the May 10, 2018 Regular Board Meeting

Item 2: Approval of Auditing Official's Certificate for April 16, 2018 through May 15, 2018

(Claim checks and electronic payments for April 16, 2018 through May 15, 2018. Check numbers 8048 through 8088 in the amount of **\$283,713.20**. Electronic payments for payroll for the dates of April 16, 2018 through May 15, 2018 in the amount of **\$108,905.35**).

RECOMMENDED MOTION: I move to approve Consent Agenda Items 1 through 2.

B. Financial Reports

5. President's Report – Katherine Kertzman

A. Informational:

- a. Advocacy Update
- b. Destination International Accreditation
- c. Staffing Update

B. Action Items:

a. Printing Hardbound Travel Planners

RECOMMENDED MOTION: I move to authorize President/CEO directly or through her delegate to decide, enter or commit on behalf of the RTA, additional printing cost through

Journal Graphics to produce more hardbound Travel Planners, providing the expenditure is within the Board approved 2018 budget and does not exceed her authorized signing authority.

b. Van Update

RECOMMENDED MOTION: I move to amend the GreenRubino Contract for an additional scope of work to create a concept, design, and copywriting for the new Seattle Southside mobile Visitor Center van wrap (excluding production costs) not to exceed \$10,000.

c. Simpleview

RECOMMENDED MOTION: I move to approve an additional \$5,500 for a one-time Simpleview marketing and sales automation platform implementation fee and a \$8,280 licensing fee per year, for two years.

6. Staff Reports

A. Marketing and Communications Division Reports

7. Other Business – *Anyone*

8. Next Meeting Date- September 13, 2018

9. Adjournment

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