

Board of Directors Regular Meeting

AGENDA

November 7, 2019

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

RTA Board Room

3:00 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 October 16, 2019, Regular Board Meeting

Item 2: Approval of Auditing Official's Certificate for October 7, 2019 through October 31, 2019.

Check numbers 8797 through 8837 in the amount of \$237,071.69. Electronic payments in the amount of \$48,207.87.

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

B. Financial Reports - Cecilia Pollock

5. Destination Development Advisory Committee Update – Jenny Vasquez

6. President's Report – Katherine Kertzman

A. Informational:

- a. Board of Directors Appointments Confirmed Oct. 22, 2019
- b. City of SeaTac 2020 Budget Presentation Nov. 12, 2019
- c. Communication Plan Overview
- d. Draft 2020 Business Plan

7. Staff Reports

A. Informational:

- a. Website Conversion Study – *Ashley Comar*
- b. Partner & Visitor Services Update – *Donna Bennett*
- c. Destination Development Update – *Lisa Schwartz*

- d. Communications Update – *Nick Tolley*
- e. Business Development Update – *Caitlyn Shearer & Noelle Khim*

8. Executive Session – *Optional*

9. Other Business – *Anyone*

10. Next Meeting Date – January 9, 2020

11. Adjournment