



Board of Director Meeting
February 12, 2015
 3100 S. 176th St. SeaTac, WA 98188

Time: 3:00pm **Scribe:** Ashley Comar

Attendees: Barry Baxter, Barbara Brunetti; Maureen Huffman; Sanjay Mahajan; Ken Stockdale; David Sullivan; Frank Welton

Absent:

Chair: Maureen Huffman

Staff: Katherine Kertzman, Executive Director, SSVS; Ashley Comar, Marketing & Communications Manager, SSVS

Public: Jeff Robinson, City of SeaTac, Economic Development Manager; Deanna Gregory, Pacifica Law Group; Matt Segal, Pacifica Law Group; Brandon Miles, City of Tukwila, Economic Development Liaison

Topic: **Recommendations/Action** **Follow-up (if needed)**

Approval of the Agenda	Welton motioned to approve the agenda. Mahajan seconded. No discussion. All approved.	
Approval of the Minutes	Welton motioned to approve both minutes from the Jan. 16th 2015 Regular Meeting and Jan. 27th 2015 Special Meeting. Brunetti seconded. No discussion. All approved.	
Action Items <ul style="list-style-type: none"> a. Resolution No. 2015-004 Designate a Sales and Marketing Board Advisory Committee b. Resolution No. 2015-005 Authorize Application to Join Association of Washington Cities Employee Benefit Trust Program for Medical, Dental and Vision Benefits 	<ul style="list-style-type: none"> a. Huffman explained process of applying to join the committee and the role of the committee. Welton motioned to approve Resolution No. 2015-004. Brunetti seconded. Stockdale and Sullivan volunteered to co-chair the committee. Welton moved to appoint co-chairs, Brunette seconded. All in favor. b. Mahajan motioned to approve resolution No. 2015-005. Brunetti seconded. Huffman explained the application and board meeting schedule. All approved. 	<ul style="list-style-type: none"> a. An application will be made available online. b. Jeff Robinson will request a SeaTac City Council Resolution be added the next Council agenda. Deanna Gregory volunteered to assist.

<p>General Business</p> <ul style="list-style-type: none"> a. Review of Transition Milestones and Organizational Checklist b. Discuss Advocacy & Outreach Tactics to Hotels Regarding TPA Surcharge Discuss Proposed Salary and Benefits Plan Presentation 	<ul style="list-style-type: none"> a. Segal conducted required Public Meetings Act Training State Law RCW 42.30.25. Kertzman reviewed the transition milestones and organizational checklist including receiving an Employer Identification Number and City of SeaTac Business License. b. Huffman discussed the need for hotel outreach regarding TPA surcharge. Welton and Baxter volunteered to support outreach to hotels. Stockdale volunteered space for an event. 	
<p>Staff Reports</p> <ul style="list-style-type: none"> a. Staff Follow-up Activities from Study Session b. Notebooks & Board Packets c. Tour Current Office Space and Possible Expansion Space 	<ul style="list-style-type: none"> a. Kertzman reviewed the revised staff plan including updated organizational chart and position qualifications. Discussion ensued. Sullivan motioned to accept the plan. Welton seconded. All approved. b. Discussion about notebooks postponed until next meeting. c. Due to time restraints the tour will be rescheduled. 	<ul style="list-style-type: none"> b. Add notebook discussion to next meeting. c. Reschedule office space tour.
<p>General Public Comment</p>	<p>No public comment.</p>	
<p>Date of Next Meeting</p>	<p>Date: March 12, 2015 Time: 3:00 PM Location: 3100 S. 176th St., SeaTac</p>	
<p>Adjourn</p>	<p>Meeting adjourned at 4:55pm.</p>	