



Board of Director Meeting

March 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

Absent: Frank Welton

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; Brandon Miles, City of Tukwila, Economic Development Liaison

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

Topic	Recommendations/Action	Follow-up (if needed)
Approval of the Agenda	Sullivan motioned to approve the agenda. Brunetti seconded. No discussion. All approved.	
Approval of the Minutes	Mahajan motioned to approve the minutes. Brunetti seconded. No discussion. All approved.	
Action Items <ul style="list-style-type: none"> a. Resolution No. 2015-006 Authorize the Execution of a Letter of Intent with Dollar Development Co. with Regard to the Lease of Certain Office Space b. Resolution No. 2015-007 Authorize SSRTA to Join the Washington Cities Insurance Authority and the Execution of an Interlocal Agreement Between the SSRTA and the Washington Cities Insurance Authority c. Resolution No. 2015-008 Authorize the Execution of an Agreement for Municipal Services Between the City of Tukwila and the SSTR 	<ul style="list-style-type: none"> a. Gregory reviewed the Letter of Intent and Kertzman discussed the offer. Discussion ensued. Sullivan motioned to approve Resolution No. 2015-006. Mahajan seconded. All approved. b. Huffman presented the agreement and discussion ensued. Mahajan motioned to approve Resolution No. 2015-007. Stockdale seconded. No discussion. All approved. c. Gregory explained the agreement. Sullivan motioned to approve Resolution No 2015-008. Brunetti seconded. No discussion. All approved. 	
Old Business	a. A tour of the current office space and	b. Kertzman will draft a policy for submitting

<ul style="list-style-type: none"> a. Tour Current Office Space b. Organizational Matters 	<p>potential future office space was conducted.</p> <ul style="list-style-type: none"> b. Board Members elected to leave their Board of Director notebooks at Seattle Southside offices. 	<p>Board Meeting agenda items for review at next meeting.</p>
<p>General Business</p> <ul style="list-style-type: none"> a. Review of Transition Milestones and Organizational Checklist b. Update Advocacy and Outreach for “Tourism Assessment” 	<ul style="list-style-type: none"> a. Kertzman described the AWC Benefits Trust schedule and announced the SeaTac resolution will go to City Council March 24, 2015. She then provided an update on banking services and relayed the City of SeaTac will allow the SSRTA to work their bank to secure interest rates and will join the City’s RFP in the future. Kertzman stated a sample accounting services RFP was sent to Pacifica Law Group for review. b. Huffman reviewed hotelier outreach for TPA and announces she has meetings scheduled for the next two weeks. 	<ul style="list-style-type: none"> a. Kertzman will complete the application to join AWC once presented and approved at SeaTac City Council. She will present the accounting RFP once it is reviewed.
<p>Staff Reports</p> <ul style="list-style-type: none"> a. Sales & Marketing Advisory Committee Application and Outreach b. Puget Sound Business Journal 	<ul style="list-style-type: none"> a. Kertzman presented the Sales & Marketing Advisory Committee Application and announced applications will be due June 1, 2015. b. Copies of the February 6, 2015 edition of the Puget Sound Business Journal were handed out to each member. 	
<p>General Public Comment</p>	<p>No public comment.</p>	
<p>Date of Next Meeting</p>	<p>Date: April 9, 2015 Time: 3:00 PM Location: 3100 S. 176th St., SeaTac</p>	
<p>Adjourn</p>	<p>Meeting adjourned at 4:05pm.</p>	