

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, December 16, 2019 at 11:45 AM
Irving Convention Center, Third Floor Junior Ballroom C-D
500 W. Las Colinas Blvd.
Irving, Texas 75039

NOTE: A possible quorum of the Irving City Council may be present at this committee meeting.

1. Citizen Comments on Items Listed on the Agenda
2. Swearing in of Board Members

Consent Agenda

3. Approving ICVB Board Minutes for November 18, 2019
4. Accepting the Irving Convention Center Financial Report for October 2019
5. Accepting the ICVB Financials for September 2019
6. Review of 2018-19 Fourth Quarter Hotel Occupancy Tax Collections

Presentation

7. Tourism Public Improvement Districts – John Lambeth, Civitas

Reports

8. Board Chair Report
 - a. Board Conflict of Interest
 - b. Schedule of Upcoming Meetings and Activities
 - Next Executive Committee Meeting – January 24, 2020
 - Next Board Meeting – January 27, 2020
 - Industry Hospitality Annual Meeting – February 14, 2020
 - Committee Assignments
9. Board Committee Reports
 - a. Board & Business Development – Debbi Haacke
 - Recap of December 6 Meeting
 - Bylaw Amendments
 - Next Meeting – TBD
 - b. Community Engagement – Rick Lindsey
 - Recap of Holiday Parade
 - Next Meeting – TBD
 - c. Destination Development – Greg Malcolm
 - Next Meeting – TBD

AGENDA - Continued

10. City Reports

- a. Council Liaison – Councilman John Danish
- b. Mayor & Other Council Members
- c. City Manager – Chris Hillman
 - Visitor Development Updates
 - Toyota Music Factory
 - Other City Updates

11. Bureau Monthly Management Reports

- a. Executive Director – Maura Gast
- b. Sales and Services – Lori Fojtasek
- c. Marketing and Communications – Diana Pfaff
- d. Finance and Administration – Maura Gast/Susan Rose
 - Smith Travel Research and AirDNA Monthly Reports

12. Convention Center Management Report – Tom Meehan/Matt Tungett

13. Industry Partner Reports

- a. The Pavilion at the Music Factory/Live Nation Report – Mike Riley
- b. Hotel Industry Updates – Greg Malcolm, Dirk Burghartz, Kim Limon
- c. Restaurant Industry Update – David Cole

14. Partner Organization & Stakeholder Reports

- a. DART/Transportation and Infrastructure - Mayor Rick Stopfer
- b. DCURD and Irving Flood Control Districts – Jacky Knox
- c. Chamber of Commerce – David Pfaff/Beth Bowman
- d. Irving Arts and Culture – Todd Hawkins/Judy Pierson
- e. The Las Colinas Association – Hammond Perot
- f. University of Dallas – Karin Rilley/Dr. Thomas Hibbs

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

_____ at _____ and will remain so posted at least 72 hours before said meeting convened.

Deputy Clerk, City Secretary's Office

This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.