

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Executive Committee**  
**Friday, November 16, 2018 at Time 9:00 AM**  
**Irving Convention Center, First Floor Conference Room**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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NOTE: A possible quorum of the Irving Convention and Visitors Bureau Board of Directors may be present at this committee meeting.

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1. Accepting the Irving Convention Center Financial Reports for September and October 2018
2. Accepting the Irving Convention Center Audit Results for FY 2017-18
3. Approving Budget Adjustment Transfer of \$305,281 Achieved from Convention Center FY 2017-18 Operational Savings to the Convention Center Reserve/Capital Projects Fund
4. Accepting the ICVB Financial Reports for September 2018
5. Reviewing the Hotel Occupancy Tax Results for Fourth Quarter FY 2017-18
6. Chairman / Executive Director Reports
  - a. Approving September 21, 2018 Minutes
  - b. Approving October 19, 2018 Minutes
  - c. Review of November 26, 2017 Board meeting draft agenda
7. Next meeting – Friday, December 14, 2018

**CERTIFICATION**

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 remained so posted at least 72 hours before said meeting convened.

\_\_\_\_\_  
Deputy Clerk, City Secretary's Office

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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.

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.