

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Irving Convention Center**  
**First Floor Conference Room And Video Conference**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**  
**Monday, September 28, 2020 at 11:45 AM**

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

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Directors of the ICVB and the public may participate in the Board of Directors meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 11:15 a.m. to 11:45 a.m. on September 28, 2020. All participants by telephone conference or videoconference will be able to speak when called upon; however, video images of the citizen participants will not be available.

The following link will allow access online: <https://us02web.zoom.us/j/89395970728> - Meeting ID: 893 9597 0728. Or via telephone by dialing 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free), 1-346-248-7799 US (Houston), 1-312-626-6799 (Chicago) Meeting ID: 893 9597 0728.

1. Citizen Comments on Items Listed on the Agenda

**Consent Agenda**

2. Approving ICVB Board Minutes for August 24, 2020
3. Accepting the Irving Convention Center Financial Report for August 2020
4. Accepting the ICVB Financial Report for August 2020

**Individual Consideration**

5. Recommendation of Joe Philipp to fill Former Board Member Ex-Oficio Position
6. Recommendation to Change Salesmanship Club Position to an Industry-At-Large Position
7. Recommendation of Stephanie Fenley-Garcia to fill Industry-At-Large Position

**Reports**

8. COVID-19 Update
9. Board Chair Report
  - a. Special Recognition – Jacky Knox Retirement from DCURD
  - b. Schedule of Upcoming Meetings and Activities
  - c. Special Board Meeting – October 23, 2020 at 9:00 a.m. for the ICVB Executive Director Performance Evaluation – location TBD
10. Board Committee Reports
  - a. Board & Business Development – Debbi Haacke
    - Meeting Recap – September 11, 2020
    - Next Meeting – December 4, 2020
  - b. Community Engagement – Bob Bourgeois
    - Next Meeting – October 13, 2020
  - c. Destination Development – Greg Malcolm
    - Next Meeting – November 13, 2020

## AGENDA - Continued

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### 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 – 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 Toyota Music Factory/Live Nation Report – Mike Riley
  - b. Hotel Industry Updates – Greg Malcolm, Dirk Burghartz, Kim Limon, Nydia Hoskins
  - 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/Dallas Burke
  - c. Chamber of Commerce – David Pfaff/Beth Bowman
  - d. Irving Arts and Culture – Todd Hawkins/Kim Andres
  - e. The Las Colinas Association – Hammond Perot
  - f. TIF – Michael Randall
  - g. University of Dallas – Jason Wu Trujillo

### 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 will remain 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.

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.