



AGENDA

Board of Directors Meeting

Wednesday, May 1, 2019 – 3:00 p.m.

The Westin Buffalo – Louis Ballroom

Call to Order

- Review and Approval of Minutes – Roberts (action)

Agenda

- Audit/Finance Report – Karpik/Marzo (action)
 - First Quarter Report - Murphy
 - General Manager's Report – Murphy
 - Other Business - Roberts
 - Adjournment – Roberts (action)
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Next Meeting: Wednesday, August 7, 2019 - 3:00 p.m.
Buffalo Niagara Convention Center

**Buffalo Niagara Convention Center
Annual Members Meeting
February 28, 2019**

Present: D. Boswell, J. Dandes, L. Haynes, P. Kaler, R. Kramer, T. Long, M. Murphy, B. Niland, M. Roberts, J. Sandoro, D. Spasiano, H. Taran, T. Vazquez

Absent: C. Abbott-Letro, D. Gallagher, T. Hersey, E. Rath, P. Snyder, Jr., L. Zemsky

Guest: J. O'Connell (rep. Mr. Snyder)

Staff: M. Even, C. Kincaide, D. Marzo, P. Murphy, J. Smith

CALL TO ORDER: The chair, Mary Roberts, called the annual members meeting to order at 3:04 p.m.

ELECTION OF DIRECTORS: Ms. Roberts reported that Don Boswell and Paul Snyder have reached their term limits and they will be leaving the Board after this meeting. Presentations were made to both Mr. Boswell and Mr. Snyder in appreciation of their service on the Board. Mr. O'Connell accepted Mr. Snyder's gift on his behalf.

Ms. Roberts stated there was also a vacancy on the Board after Mr. Boyd's resignation in 2018 which we agreed to fill at this meeting.

To fill the hotel industry seat on the Board, the Executive Committee is nominating John O'Connell, General Manager, Hyatt Regency Buffalo and to fill the at-large position previously held by Mr. Boyd, the Executive Committee is nominating Gail Wells, Marketing Director, Michigan Street African American Heritage Corridor Commission. The Mayor will be appointing a representative to replace Mr. Boswell at a future time. The 2019 slate of directors was presented by the Executive Committee as follow:

3 representatives of the hotel industry:

John O'Connell
Thomas Long
Huseyin Taran

5 at-large directors:

Michael Murphy
Mary F. Roberts
Donald Spasiano
Gail Wells
Leslie Zemsky

Ms. Roberts stated an additional at-large position has been vacated due to the recent termination of Brent Rossi from Pegula Sports & Entertainment. The Executive Committee will consider potential replacements to fill this opening.

A motion was made by Mr. Dandes and seconded by Mr. Kramer to approve the slate of directors as presented by the Executive Committee. Motion carried.

ADJOURNMENT: A motion was made by Mr. Boswell and seconded by Mr. Taran to adjourn the members meeting. Motion carried.

Meeting adjourned at 3:10 p.m.

Minutes prepared by J. Smith

Approved: Mary Roberts
Mary F. Roberts, Chair *1/2/08*

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Guest: J. O'Connell (rep. Mr. Snyder)

Staff: M. Even, C. Kincaide, D. Marzo, P. Murphy, J. Smith

CALL TO ORDER: The chair, Mary Roberts, called the annual directors meeting to order at 3:11 p.m.

APPROVAL OF MINUTES: A motion was made by Mr. Taran and seconded by Mr. Kramer to approve the November minutes as presented. Motion carried.

ELECTION OF OFFICERS: Ms. Roberts reported the Executive Committee has put forward the following slate of officers for the Board's consideration:

Chair - Mary F. Roberts
Vice Chair/Chair Elect - Cindy Abbott-Letro
Treasurer - Huseyin Taran
Secretary - Toni Vazquez
Past Chair - Jonathan A. Dandes
President - Patrick J. Kaler

A motion was made by Mr. Long and seconded by Mr. Spasiano to approve the slate of officers as presented by the Executive Committee. Motion carried.

FINANCE REPORT: Mr. Marzo reviewed the BNCC financial statements for the period ending December 31, 2018. He reported that the Center finished the year with an increase in net assets of \$178,836; this increase was mainly due to better than expected results from booked business and a large amount of business booked in the year for the year.

Mr. Marzo reported the balance sheet is very strong with over \$2 million in total assets. Assets are made up of cash and receivables and we don't foresee any collection issues with the receivables. The Center ended the year with \$1,292,260 in net assets.

Through December 31st, overall revenues exceeded budget by approximately \$307,000. Expenses were \$303,000 over budgeted amounts due to increased business levels and the \$156,000 in unbudgeted projects and purchases the Center was able to complete due to the increase in earned revenues.

Mr. Marzo reported occupancy costs are over budget due to higher utilities, business insurance and security costs for the additional business booked during the year. Under Capital Equipment, the Center

was able to complete approximately \$156,000 in approved projects and purchases last year. Due to timing issues, the Center wasn't able to make all the approved purchases in 2018; the Bar Exam tables and Stage Replacement purchases will take place this year.

A motion was made by Mr. Taran and seconded by Mr. Long to approve the financial statements as presented. Motion carried.

Q4 REPORT: Mr. Murphy reviewed the fourth quarter report and noted that revenues were up 17.3% for the quarter and 10.1% for the year. The Center had a strong year in terms of food and beverage revenues, up 17% for the quarter and 12% for the year. Guest satisfaction scores continue to be high; negative feedback from customers is mainly about the facility.

Some of the major events hosted in the fourth quarter include Association of Collegiate Schools of Planning, Bison Scholarship Fund, American Wine Society and Eastern Association of College & University Business Officers.

Mr. Murphy reported that one of the valet staff for All Pro Parking had an accident in front of the Center during the Auto Show. At this point, the Center hasn't been named in the lawsuit. We are in the process of collecting surveillance footage for the investigation. We will continue to update the Board as things progress.

Mr. Murphy reported the County is getting ready to release the public input report from the Convention Center study. There will likely be more studies done during the summer months, but everything else will be on hold until after the election. The County has been talking with the Pegula's about their study for the stadium. Patrick will be presenting to the 43x79 group in March to update them on the Convention Center study/process.

ADJOURNMENT: A motion was made by Ms. Vazquez and seconded by Mr. Murphy to adjourn the meeting. Motion carried. Meeting adjourned at 3:35 p.m.

Minutes prepared by J. Smith

Approved: Mary Roberts
Mary F. Roberts, Chair *1-jas*