

**Buffalo Niagara Convention Center  
Board of Directors Meeting  
July 27, 2016**

**PRESENT:** D. Boswell, J. Dandes, D. Hartmayer, L. Haynes, T. Hersey, P. Kaler, R. Kramer, D. Murphy, B. Niland, M. Roberts, B. Rossi, J. Sandoro, P. Snyder, T. Vazquez, L. Zemsky

**ABSENT:** C. Abbott-Letro, S. Boyd, D. Gallagher-Cohen, M. Patel, E. Rath, H. Taran

**STAFF:** M. Even, E. Healy, C. Kincaide, D. Marzo, P. Murphy, J. Smith

**CALL TO ORDER:** The meeting was called to order at 4:15 p.m.

**APPROVAL OF MINUTES:** A motion was made by Ms. Roberts and seconded by Ms. Niland to approve the April minutes. Motion carried.

**FINANCE REPORT:** Mr. Marzo reviewed the financial statements for the six-month period ending June 30, 2016 and reported that the Center realized an increase in net assets of \$223,268. Revenues through June 30 totaled \$2,115,500 and expenses totaled \$1,892,232. Through June, half of the Erie County grant was received in the amount of \$862,685.

Expenses are ahead of budget by \$147,638; the majority of the variance is due to the purchase of china, glass and silver to supplement our inventories of those items. The remainder of the variance is due to business levels, catering activity and Workers Comp premiums.

Total assets are at \$2,590,599; \$2.2 million of that is made up of cash and receivables.

A motion was made by Ms. Haynes and seconded by Mr. Hartmayer to accept the financial statement as presented. Motion carried.

**Q2/DIRECTOR'S REPORT:** Mr. Murphy reviewed the second quarter report and noted the positive variance in earned revenues which is 10% ahead of budget year to date. Major events hosted in the second quarter include Wesleyan Church General Conference, Alpha Kappa Alpha Regional Convention, Snow Symposium and M&T Bank's Commercial Sales Meeting. Major bookings in the second quarter include the National Homeland Security Association Conference (3,600 room nights), Garden Writers Association Annual Conference (895 room nights) and the Catholic Charities Annual Gathering (1,500 room nights).

Site Inspections were held for Higher Ed Web, NYS School Nutrition, Handweavers Guild of America, African Violet Society and Delta Phi Epsilon.

Mr. Murphy stated the Center is wrapping up the New York State Bar Exams held this week. Next year is the last year of our five-year contract with them. In 2017, New York State is going to use a common exam that is used by other states and it is unclear at this time how that will impact the number of locations they will use or future attendance.

Mr. Kaler reported we've been meeting with County DPW on our capital budget request for 2017 and have met with legislators to express the needs at the Center. We've identified our priorities for capital improvements, including updates and renovations to the restrooms, and updates to the ballroom and lobby, and have submitted a five year plan. This summer \$800,000 worth of projects will be completed including safety rails on the loading docks, fire sprinkler systems and painting on the exhibit floor.

Pedestrian Walkway Maintenance: Mr. Kaler discussed the pedestrian walkway that connects the Convention Center to the Hyatt. The walkway was built by the City and the City entered into an agreement to maintain the exterior of the structure; the Convention Center and Hyatt share the responsibility of maintaining the interior. The Hyatt has filed a complaint against the City for not meeting its obligation to maintain the exterior of the walkway, and would like the Convention Center to join or file a separate complaint against the city. The Hyatt also requested that the Board pass a resolution urging the City to fulfill its obligation to maintain the walkway.

Mr. Snyder stated that the City entered into an agreement in which they are responsible for maintaining the exterior of the walkway. Years of requests by the Hyatt to the City to fulfill its obligations and/or to meet with them regarding this matter have gone unanswered, which led to the Hyatt taking legal action.

Mr. Dandes stated he discussed this matter with the Mayor, and he indicated he would get back to me on this shortly. The lawsuit adds a level of complexity to the discussion. The underlying concern is that the City will come back with the determination that it is no longer their building and it is now the County's responsibility.

ADJOURNMENT: A motion was made by Mr. Hartmayer and seconded by Ms. Roberts to adjourn the meeting. Motion carried.

Meeting adjourned at 5:05 p.m.

Minutes prepared by J. Smith



Approved: \_\_\_\_\_  
Jonathan A. Dandes, Chair