

Buffalo Niagara Convention Center Management Corporation
Board of Directors Meeting
September 30, 2014
Embassy Suites

PRESENT: D. Boswell, S. Boyd, J. Dandes, D. Gallagher-Cohen, D. Hartmayer, P. Kaler, R. Kramer, K. Mitchell, D. Murphy, M. Patel, G. Praetzel, E. Rath, T. Vazquez, M. Whyte, L. Zemsky

ABSENT: C. Abbott-Letro, M. Roberts, J. Sandoro, P. Snyder

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

CALL TO ORDER: The meeting was called to order at 9:14 a.m.

APPROVAL OF MINUTES: A motion was made by M. Whyte and seconded by G. Praetzel to approve the July minutes. Motion carried.

2015 BUSINESS PLAN: P. Murphy reviewed the 2015 Business Plan and Performance Objectives. Highlights of the plan include the continued partnership with VBN on the Customer Advisory Council, participation as a launch partner in the new IAVM ConventionCalendar.com website, and an increase in overall revenues, events held at the building and guest satisfaction.

A motion was made by E. Rath and seconded by M. Whyte to approve the Plan as presented. Motion carried.

2015 BUDGET: Mr. Marzo reviewed the Center's 2015 Budget and noted that the budget was reviewed in detail with the Finance Committee and approved.

The budget at \$5.2 million includes \$1.675 million from the County, which is equal to the 2014 County grant, and about a 3% increase in other revenues (food and beverage, electric and rentals).

On the expense side, an overall 6% increase in the salary line has been budgeted, which includes an average of a 2% increase in collectively bargained wages, along with a 2.5% increase for administrative and sales staff and the addition of two positions, an ABO Compliance Administrator/Executive Assistant and a Food and Beverage Manager. A 5% increase has been budgeted for various 2015 benefit-related increases. Legal Fees has been decreased by about 10% because the majority of the fees associated with the ABO process will be incurred in the second half of 2014. A decrease of 2% for utilities has been budgeted because we locked in rates for 2014 and 2015.

A motion was made by D. Boswell and seconded by D. Gallagher-Cohen to approve the 2015 budget as presented. Motion carried.

ADJOURNMENT: A motion was made by D. Gallagher-Cohen and seconded by D. Hartmayer to adjourn the meeting. Motion carried. Meeting adjourned at 9:37 a.m.

Minutes prepared by J. Smith

Approved: _____

Dennis P. Murphy
Dennis P. Murphy, Chair
1/Jan