



Buffalo Convention Center

Board of Directors Meeting
Wednesday, May 1, 2024
Buffalo Marriot Lecom Harborcenter

PRESENT: C. Abbott-Letro, D. Castle, M. Chiazza, P. Kaler, K. Minkel, M. Roberts, B. Karmazyn, M. Urbanczyk

ABSENT: M. Alnutt, T. Beauford, M. Borwn, A. Chase, D. Gallagher, M. Glasgow, T. Long, W. Paladino, S. Ranalli, D. Schutte, D. Spasiano, G. Wells

STAFF: J. Calkins, D. Marzo, R. Toney, M. Even, E. Healy, K. Fashana, J. Bialek

GUEST: C. Karpik

CALL TO ORDER: The meeting was called to order by Board Chair, Cindy Abbott-Letro at 3:05 p.m. Ms. Abbott-Letro stated that we do not have a quorum, so no action will be taken at this meeting.

Mr. Kaler reported the VBN audit has been completed and the Finance Committee recently met and approved the audit. We have unfortunately faced challenges at the Convention Center with the accountings due to unforeseen circumstances. This includes internal changes which have been discussed and are being addressed at the Executive Committee level. Therefore, we will not present financials for the Center due to not having the end of year audit.

Ms. Karpik of Lumsden McCormick was prepared to present the VBN audit presentation but due to a lack of quorum, we will need to either reconvene in July or hold a Zoom call prior to the July board meeting.

APPROVAL OF MINUTES: No action taken due to lack of quorum.

Q1/GENERAL MANAGER'S REPORT: Mr. Calkins reported that Q1 started out strong, including an event inventory which included the Ingram Micro Sales kick-off meeting and Moog's annual meetings. Event attendance continues to trend upwards year over year. We also hosted the Northeast Winter Fest, Church of God Ministries, as well as our year over year events such as the Auto Show and Home Show, which all came in strong. You will however see a decrease in our attendance. This is because we are now using the Evolve entry system which obtains more accurate counts of attendees within the building. The inflated numbers of previous years are now more in line with the use of the new entry system.

The sales staff have been working to even out some of the Center's downtime in finding nontraditional events, especially in Spring and Summer. This includes working with various promoters and clients around the country, and such, have added Nickel City Comic Con and the Oddities and Curiosities Show. We also have Unicorn World coming in May and Jurassic Quest is being finalized for 2025, which will be good rental and food and beverage shows. This summer the Center will also host the Retail Confectioners Conference, the American Cheese Society, and the North American Science Fiction Conference.

Mr. Calkins reported that the Center is working on upgrading and improving the Wi-Fi within the building soon. Verizon is scheduled to install cellphone service in the building in June.

ADJOURNMENT: There being no further business, a motion was made by Ms. Roberts and seconded by Mr. Chiazza to adjourn the meeting. Motion carried. Meeting adjourned at 3:23 p.m.

Minutes prepared by J. Bialek

Approved: /s/ Cindy Abbott-Letro
 Cindy Abbott-Letro, Chair