



Buffalo Niagara Convention Center

Board of Directors Meeting
Wednesday, August 16, 2023
WNED Studio I (140 Lower Terrace St., Buffalo, NY 14202)

PRESENT: C. Abbott-Letro, M. Alnutt, M. Brown, D. Castle, A. Chase, M. Chiazza, P. Kaler, T. Long, K. Minkel, M. Roberts, M. Urbanczyk, G. Wells

ABSENT: T. Beauford, D. Gallagher, M. Glasgow, W. Paladino, S. Ranalli, D. Schutte, D. Spasiano, H. Taran

STAFF: J. Calkins, D. Marzo, H. Nowakowski, R. Toney

CALL TO ORDER: Board Chair, Cindy Abbott-Letro, convened the meeting of the Buffalo Niagara Convention Center Board of Directors at 3:33 p.m.

APPROVAL OF MINUTES: A motion was made by Ms. Wells and seconded by Ms. Minkel to approve the May minutes. Motion carried.

FINANCE REPORT: Mr. Calkins reported that due to the results of the Q1 Audit Review and staff changes that followed, they are not yet ready to present a formal finance report. Future updates will be provided to the Finance Committee as they become available.

Q2/GENERAL MANAGER'S REPORT: Mr. Calkins reported Q2 event attendance continues to trend upwards year over year, with a 20% increase in Food & Beverage.

Mr. Calkins reported that the second quarter brought events such as the ECMC Gala, NYS FFA and Comic Con and that the Center has a busy fall ahead.

Positive feedback has been received regarding ongoing renovations and the new building façade.

ADJOURNMENT: There being no further business, a motion was made by Mr. Long and seconded by Ms. Wells to adjourn the meeting. Motion carried. Meeting adjourned at 3:41 p.m.

Minutes prepared by H. Nowakowski.

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