

Agenda Item 5.A

MINUTES*
SAN DIEGO CONVENTION CENTER CORPORATION
THE BOARD OF DIRECTORS

BOARD MEETING OF DECEMBER 3, 2019

BOARD MEMBERS PRESENT:	Chair Xema Jacobson and Directors Jaymie Bradford, Gil Cabrera, Elvin Lai and Allan Farwell
BOARD MEMBER(S) ABSENT:	Directors Carol Kim and Carlos Cota
STAFF PRESENT:	Rip Rippetoe Karen Totaro, Mardeen Mattix, Andy Mikschl, Terry Kurtenbach, Rita de la Fuente, Corey Albright, DeeAnne Snyder, Bobby Ramirez, Im Yeav and Pat Evans (Recorder)
ALSO PRESENT:	Jennifer Lyon, General Counsel

*Audio copies of Board of Director meetings are available upon request. Please contact Pat Evans at (619)525-5131 or pat.evans@visitsandiego.com to request a copy.

1. Call to Order

Chair Xema Jacobson called the Board Meeting to order at 12:04 p.m. in the Executive Boardroom of the San Diego Convention Center Corporation, 111 West Harbor Drive, San Diego, CA 92101. All Directors were present except Directors Carol Kim and Carlos Cota.

2. Non-Agenda Public Comment – None

3. Presentations:

A. Employee(s) of the Month:

Renee Jung, Exhibitor Services Supervisor (November) was presented by Donald Bottger, Director of Facility Services

B. Recognition of Employee Service: Bob Ross, Director of Building Operations, is retiring and Chair Jacobson recognized Mr. Ross for his twenty-one years of service to the Corporation.

C. Director Recognition: Chair Jacobson and Mr. Rippetoe presented Director Gil Cabrera with a replica of Leonardo Nierman’s “Flame of Friendship” in recognition of his service to the San Diego Convention Center Board of Directors (2014 – 2019).

4. **Board Committee Reports and Board Action Items**

Consent Agenda:

A. Approval of Minutes of Board Meeting of October 22, 2019 and the *Special* Board Meeting of November 12, 2019.

B. Acceptance of October, 2019 Financial Reports from Chief Financial Officer

Directors Lai and Cabrera moved and seconded, respectively, to approve the Consent Agenda set forth hereinabove. Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Directors Kim and Cota were absent.

Action Item(s):

C. Executive Committee (Xema Jacobson)

(1) Authorization to Endorse Letter of Support for Gaslamp Promenade Project

Michael Trimble, Executive Director of the Gaslamp Quarter Association, provided a presentation that explained the vision for a proposed renovated Gaslamp Quarter Promenade.

Directors Bradford and Farwell moved and seconded, respectively, to authorize Endorsement of the Letter of Support for the Gaslamp Promenade Project. Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Directors Kim and Cota were absent.

D. Budget Committee (Elvin Lai)

Director Lai requested that Ms. Mattix provide a financial update to the Board. Ms. Mattix reported the following:

- The Corporation is projected to have net operating revenues over expenses of \$3.5 million, which is \$1.5 million higher than originally budgeted.
- A portion of the \$1.5 million excess will likely be allocated to repair and maintenance items left over from the last fiscal year as well and projects needed for the current year. The repair and maintenance line item will probably exceed the projected budget.
- Food and beverage revenues are performing very well.
- Utilities revenues are also performing well.
- Capital projects are on track for timely completion.

- The forecast for reserves is approximately \$7.5 million; however, \$4 million of those funds have been ear-marked for upcoming projects.

Ms. Totaro also provided an update regarding the on-going issue of cast-iron pipe repairs and how staff is dealing with water intrusion issues when it rains.

E. Nominating Committee (Xema Jacobson)

(1) Election of 2020 Board Officers: Director Jacobson presented the Nominating Committee's slate of 2020 Board Officers:

- Jaymie Bradford, Chair
- Elvin Lai, Vice-Chair
- Allan Farwell, Secretary
- Carol Kim, Treasurer

Directors Cabrera and Bradford moved and seconded, respectively, to approve the slate of 2020 Board Officers as set forth hereinabove. Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Directors Kim and Cota were absent.

(2) Ratification of Committee Assignments

Directors Lai and Cabrera moved and seconded, respectively, to ratify the 2020 Board Committee Assignments. Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Directors Kim and Cota were absent.

5. Chair's Report:

- Chair Jacobson thanked all of the participants who attended the Board Retreat and Board Dinner.
- The First Responder's Breakfast is Thursday, December 5 at 7:30 a.m. in Room 24. Last year, staff thanked approximately 160 law enforcement and Fire Department participants for their support throughout the year. Directors are invited to attend this event if they can.
- The Emeritus Reception is scheduled for December 9, 2019 at 5:30 p.m. in the Executive Boardroom.
- The SDCCC Children's holiday party is scheduled for Saturday, December 14th from 9:00 a.m. to 11:00 a.m. The staff holiday party is scheduled for December 14th at 6:00 p.m. in Ballroom 20-A.
- SDCCC staff is collecting toys for Toys-for-Tots. You are welcome to drop off a donation in the Executive Offices.
- Chair Jacobson thanked the Directors for their assistance and support this year.

6. General Counsel Report – None.

7. **President's Report** - Mr. Rippetoe submitted a written report and highlighted the following items:

- SDCCC received a "Center of Excellence Award" for best convention center (500,000 – 1 million square feet) from Exhibitor Magazine. Chair Jacobson thanked Ms. de la Fuente for overseeing the application process for this award.
- Mr. Rippetoe also thanked Ms. De la Fuente for acting as the Interim Director of the Communications Department during the search of the new Director. The selection for the new Director will be made by next week.
- Sean Lowry, the Smart City General Manager, has been promoted to a position at the Smart City Corporate offices in Las Vegas and he will be leaving the Center. A replacement will be named within the next two weeks and we thank Sean for his contributions to our success.
- Staff also anticipate they will select Bob Ross' replacement by next week. H.R. received 90 applications for his position.
- The final event of SDCCC's 30th Anniversary Celebration, viewing of the Parade of Lights, will take place on the back patio this Sunday, December 9th at 4:00 p.m. Eight groups from various Council districts will provide entertainment.
- Mr. Rippetoe explained why the fire-pump project needed to be rebid.
- The CRM system is in the process of being upgraded.
- The Communications team continues to excel in outreach. They participated in the IAVM "Coffee Break" podcast last week.
- Staff has negotiated five of seven CBAs the year with the assistance of Ms. Totaro and Ms. Kurtenbach.
- Strategic visioning will not move forward without input from the Board.
- The wayfinding signage will be updated with new "clings" so it will blend in with the new carpeting.
- Ms. Totaro reported that staff will be installing new four-stream receptacles for the exhibit halls and public spaces. Samples of the receptacles are on site for preview.

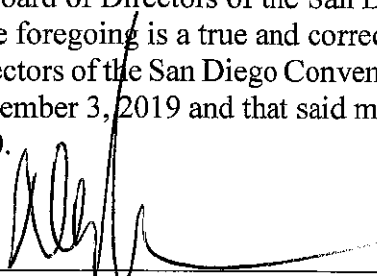
Chair Jacobson thanked Centerplate for providing the Board with holiday baked treats.

8. **Board Comment** [Govt. Code § 54954.2(a)(2)]: Director Lai thanked Chair Jacobson for her leadership and mentorship this year.

There being no further business, the meeting adjourned at 1:03 p.m.

CERTIFICATION

I, Allan Farwell, Secretary of the Board of Directors of the San Diego Convention Center Corporation, Inc., do hereby certify that the foregoing is a true and correct copy of the minutes of the business transacted by the Board of Directors of the San Diego Convention Center Corporation, Inc., at a duly noticed meeting held on December 3, 2019 and that said minutes were approved by the Board of Directors on January 28, 2020.



Allan Farwell, Secretary