

MINUTES OF A
REGULAR MEETING
OF
DIRECTORS OF GREATER BOISE AUDITORIUM DISTRICT
HELD IN ADA COUNTY

March 18, 2020

Pursuant to a call by the Board Chair and notice of the meetings having been duly posted at 850 W. Front St., Boise ID 83702, the Board of Directors of the Greater Boise Auditorium District met in regular session in room 200 of Boise Centre West, 850 W. Front St., Boise ID 83702, at 2:00 p.m. on March 18, 2020.

Board Present

Kristin Muchow, Chair
Jim Walker, Vice Chair
Peter Oliver, Director
Hy Kloc, Director via phone
Jody Olson, Secretary

Board Absent

None

Others Present

Pat Rice, Boise Centre
Anne Marie Downen, Boise Centre
Mike Stoddard, Hawley Troxell
Pam Carpenter, Boise Centre

Others Present

Cody Lund, Boise Centre
Carrie Westergard, Boise CVB via phone
Pat Sullivan, Sullivan & Reberger
Phil Reberger, Sullivan & Reberger
John Sheldon, Sullivan & Reberger
Brandon Doty, Boise Centre
David Wali, Gardner Company

I. Call to Order

Ms. Muchow called the meeting to order at 2:00 p.m.

II. Roll Call

Ms. Carpenter took attendance by roll call:

Ms. Muchow – Present
Mr. Walker – Present
Mr. Kloc – Present via phone
Mr. Oliver – Present
Mr. Olson – Present

III. **Changes or Additions to the Agenda**

Ms. Muchow requested approval to change the agenda, moving section “A” to follow the executive session for discussion purposes.

A motion was made by Mr. Olson to approve moving section “A” to follow executive session on the agenda. Mr. Oliver seconded the motion. The motion was approved unanimously.

Timestamped 2:02 p.m.

IV. **Agenda**

A. **Chairman’s Remarks – Kristin Muchow**

Ms. Muchow reported on the impact the Corona Virus has had, not only on the District and Boise Centre, but also our partners in the hospitality industry as well as their employees. As such, we’ve created policies for financial reserves and a line item budget for marketing reserves to attract conventions and use as needed. It makes sense, during this difficult time, to tap into those reserves to assist the District as well as our CVB partners, subject to our statutory limitations.

Mr. Rice will describe in further detail the following ideas to assist the CVB:

1. Loosen some of the goals in their contract this year.
2. Potentially providing guarantees for additional staff hires that may not happen otherwise.
3. Providing more funds for marketing efforts and greater outreach to ensure we don’t lose momentum when meetings and travel picks back up.

We feel we have the opportunity to be a leader in this area and provide some vision and funds to help create and foster demand and remind folks that Boise is an amazing place to visit and this will help our partners get back on their feet once this crisis has passed.

Further discussion and consideration for approval will take place after the Executive Director’s Report and board discussion. **Timestamped 2:07 p.m.**

B. **Approval of Regular Board Minutes for February 19, 2020**

A motion was made by Mr. Olson to approve the Regular Board Meeting Minutes of February 19, 2019. Mr. Oliver seconded the motion. The motion was approved unanimously. **Timestamped 2:08 p.m.**

C. **Executive Director’s Report – Pat Rice, Executive Director**

Mr. Rice provided a summary of current events and Boise Centre updates.

In lieu of following the normal director’s report presentation, Mr. Rice presented the board with an outline of the current events surrounding COVID-19 and the impact to the Boise Centre, it’s staff and the Boise Convention and Visitor’s Bureau and their staff. Mr. Rice is following all local, state and federal guidelines regarding the safety and best interests of the Boise Centre and all staff.

Ms. Downen reported on hotel tax revenue forecast due to COVID-19 and current markets across the country and the impact the virus is having on them.

Mr. Doty, the Boise Centre security supervisor reported on his recent training at IVAAM in Las Vegas, NV. While at training the COVID-19 crisis started to unfold. Mr. Doty provided information regarding the potential use of the Boise Centre facility in an emergency by a city, state or federal need. Currently, there have been no requests to utilize our facility.

A motion was made by Mr. Oliver to accept the March 2020 Executive Director's Report as presented. Mr. Walker seconded the motion. The motion was approved unanimously. **Timestamped 2:40 p.m.**

V. Other Business:

A. Executive Session

A motion was made by Mr. Walker to enter Executive Session Pursuant to Idaho Code Section **74-206 (1)(a)** To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and
1(c) To acquire an interest in real property not owned by a public agency; and
1(d) To consider records that are exempt from disclosure as provided in Chapter1, Title 74, Idaho Code

The motion to enter executive session pursuant to Idaho Code Section 74-206 (1)(a), 1(c) and 1(d) was unanimously approved.

Ms. Muchow stated to do so by roll call vote:

Ms. Carpenter called roll:
Ms. Muchow, Aye
Mr. Walker, Aye
Mr. Oliver, Aye
Mr. Kloc, Absent
Mr. Olson, Aye

The Board entered Executive Session at **Timestamped 2:45 p.m.**

Ms. Muchow moved to leave Executive Session. Mr. Olson seconded the motion. The motion to adjourn Executive Session was unanimously approved. **Timestamped 3:35 p.m.**

Mr. Walker made a motion to approve and ratify all action's taken to date including the cancellation of the Butte in Boise event, restricting public access to the Boise Centre, employee support, etc. as well as giving the Executive Director authorization to take further actions as may be necessary to respond to the COVID-19 crisis as additional guidance from

federal, state and local governments become available. Mr. Oliver seconded the motion. The motion was approved unanimously. **Timestamped 3:38 p.m.**

Ms. Muchow requested, after discussion by the Board, that Ms. Bridgette Bragg be hired for Strategic Planning consulting.

Mr. Walker made a motion to approve hiring Bridgette Bragg for Strategic Planning purposes. Mr. Oliver seconded the motion. The motion was approved unanimously. **Timestamped 3:39 p.m.**

VI. Adjournment

There being no further business to come before the Board, Mr. Walker made a motion to adjourn. Mr. Oliver seconded the motion. The motion to adjourn was unanimously approved.

Meeting was adjourned at 3:40 p.m.

Kristin Muchow, Chairman

Jim Walker, Vice Chairman

Hy Kloc, Director

Peter Oliver, Director

Jody B. Olson, Secretary

Note: the following materials will be attached to and provided with these minutes:
Meeting material for March 18, 2020:

- Regular Board Meeting Minutes February 19, 2020
- Executive Director's Report February 2020

Approval of Regular Board Minutes for March 18, 2020

4/20/2020: A motion was made by Mr. Olson to approve the Regular Board Meeting Minutes of March 18, 2020. Mr. Oliver seconded the motion. The motion was approved unanimously. Timestamped 2:03 p.m.