

HOUSTON FIRST CORPORATION

MINUTES OF HOUSTON FIRST CORPORATION BOARD OF DIRECTORS

MAY 26, 2017

The Board of Directors of Houston First Corporation (the "Corporation"), a Texas non-profit corporation created and organized by the City of Houston as a local government corporation pursuant to TEX.TRANSP.CODE ANN. §431.101 et seq. and TEX.LOC.GOV'T.CODE ANN §394.001 et seq., held a meeting at Hilton Americas-Houston, 1600 Lamar, Room 344, Houston, Texas, on Friday, May 26, 2017, commencing at 7:30 a.m. Written notice of the meeting, including the date, hour, place and agenda, was posted in accordance with the Texas Open Meetings Act. The following members participated in the meeting: David Minberg, Phyllis Bailey, Katy Caldwell, Fernando Cuellar, Irma Diaz-Gonzalez, Harry Greenblatt, Council Member Martin, Desrye Morgan, Council Member Robinson and Gerald Womack. Alex Brennan Martin, Paul Puente, and David Solomon were absent.

A quorum was established and the meeting was called to order at 7:40 a.m.

1. **Public Comments.**

Kay Towner, with Centerplate, spoke to the Board about Centerplate and the desire to be awarded the food and beverage contract.

2. **Minutes.** A motion was made and duly seconded to approve the minutes of May 18, 2017.

3. **Presentations.** David Minberg introduced Marvalette Hunter, Mayor Sylvester Turner's Chief of Staff. Dawn Ullrich provided background on Houston First Corporation that included information on governance, facility overview, and responsibilities. Peter McStravick gave an overview of the convention district campus followed by Mike Waterman, who provided a snapshot of the sales department, key target markets, historical production, bookings bringing 6000+ room nights, and 2016 sales results. Holly Clapham-Rosenow covered the myriad of responsibilities of the Marketing and Communications Department. Jorge Franz briefed the Board on the mission of the Tourism Department as well as tourism sales, development efforts to improve the consumer experience and the Houston and Beyond initiative. Roksan Okan-Vick provided a high-level summary of certain projects such as Space Center Houston, San Jacinto Battleground, Sam Houston Park/The Heritage Society, an iconic Houston attraction and freeway enhancements. Rick Ferguson discussed the Film Commission's history, personnel, responsibilities, events and goals going forward. Dawn Ullrich concluded the presentation with an overview of the Theater District facilities.

4. **Consideration of and possible approval of a Food and Beverage Management Services Agreement.** This item was pulled from the agenda and was not considered.

5. **Executive (closed) session pursuant to Texas Government Code Section 551.074 for the purpose of deliberations regarding certain employment matters.** The Board Members went into executive (closed) session at 8:35 a.m. and reopened the meeting at 8:45 a.m. No action was taken during executive session.

The meeting adjourned at approximately 9:25 a.m.

/s/ _____

Pamela Walko, Secretary