

MINUTES

HOUSTON FIRST CORPORATION

**JOINT ENTREPRENEURIAL COMMITTEE
HOUSTON FIRST CORPORATION, GREATER HOUSTON CONVENTION AND VISITORS BUREAU
May 1, 2018 – 3:30 P.M.
Partnership Tower, 701 Avenida de las Americas, Ste. 200
Houston, Texas 77010
HFC BOARD ROOM**

The Joint Entrepreneurial Committee ("Committee") of Houston First Corporation (the "Corporation" or "HFC"), a Texas local 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., and the Greater Houston Convention and Visitors Bureau ("GHCVB"), a Texas non-profit corporation held a meeting at Partnership Tower, 701 Avenida de las Americas, Houston, Harris County, Texas, 77010, on Tuesday, May 1, 2018, commencing at 3:30 p.m. .

Written notice of the meeting including the date, hour, place and agenda for the meeting was posted in accordance with the Texas Open Meetings Act.

The following Committee members were present for the meeting: Paul Puente (Co-Chair), Chris Pappas (Co-Chair), Phyllis Bailey, Katy Caldwell, George DeMontrond, Nick Massad, Jr., and Desrye Morgan.

A quorum was established and the meeting was called to order at approximately 3:30 p.m.

1. **Public Comments.** None
2. **Minutes.** Following a motion duly seconded, the minutes of the October 16, 2017 and February 22, 2018 meetings were approved as presented.
3. **Presentation.**
 - A. **Event Security Plan and Protocol.**
4. **Consideration and possible recommendation of the 2018 Partnerships and Event Development Plan.** Michael Heckman provided the background on the Partnerships and Event Development commission plan, including the employees included in the plan, the percentages based on event renewal and the tiered commission structure. Brenda Bazan stated that the revenues are audited by an internal audit group. Following discussion on this item, a motion was made and duly seconded to recommend the 2018 Partnerships and Event Development Plan to the Benefits & Compensation Committee for review and approval.

5. Updates.

- A. Comicpalooza. Michael Heckman provided an overview of the event including the new exhibit floor, exhibitor tier program, programming, celebrity guests, growth, demographics, types of passes and sponsors.
- B. Wine & Food Festival. Mr. Heckman advised that the 3-day Food & Wine event would not take place until 2019.
- C. Deal Flow. Mr. Heckman explained that there was no shortage of organizations that want to partner with Houston First. Each potential deal is examined to ensure that we make sound financial decisions and select events that have the biggest impact for the organization and community.

The meeting adjourned at approximately 4:44 P.M.