

**HOUSTON FIRST CORPORATION  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 12, 2011 – 11:00 AM  
3<sup>RD</sup> FLOOR BOARDROOM  
GEORGE R. BROWN CONVENTION CENTER**

- I. Call to Order
- II. Approval of Minutes
- III. Corporate Business
  - A. Consideration of an agreement with the Houston Downtown Management District related to Greenlink.
  - B. Consideration of a convention services agreement with 806 Main Hotel, LLC, related to a hotel to be developed at 806 Main.
  - C. Consideration of an office space sublease at the GRBCC with the Dynamos Soccer, LLC.
  - D. Consideration of the acceptance of the list of obsolete property presented by Hilton.
  - E. Ratification of the creation of Houston First Foundation, confirmation of Houston First Foundation Board of Directors.
  - F. Consideration of an agreement with the Houston First Foundation related to employee matters.
- IV. Updates
  - A. Committee Reports
    - 1. Audit and Finance
    - 2. Theater
    - 3. Strategic Planning
    - 4. Hotel
  - B. CY12 Budget process
- V. Announcements
  - A. NBA All Star Game press conference
  - B. Sundance opening
- VI. Adjournment

*For special needs assistance, please contact Dolores Kerr at 713/577-6153 prior to the scheduled meeting.*

**HOUSTON FIRST FOUNDATION**  
**SEPTEMBER 12, 2011 – 10:30 A.M.**  
**3<sup>rd</sup> FLOOR BOARDROOM**  
**GEORGE R. BROWN CONVENTION CENTER**

- I. Call to Order
- II. Organizational Meeting
  - A. Approval of Bylaws
  - B. Election of Officers
- III. Foundation Business
  - A. Consideration of, and possible action with regard to a Banking Resolution and Certificate of Incumbency and subsequent Banking Service Agreement.
  - B. Consideration of, and possible action with regard to adopting a cash management policy for the Foundation.
  - C. Consideration of, and possible action with regard to establishing a Budget for Houston First Foundation (Foundation).
  - D. Consideration of, and possible action with regard to a General Resolution of the Foundation to provide authority to officers of the Foundation to conduct business related to certain matters.
  - E. Consideration of, and possible action with regard to a Services Agreement between Houston First Corporation (HF) and the Foundation related to retaining and providing employees to HF.
  - F. Consideration of, and possible action with regard to selection of benefit and retirement plans for employees of the Foundation.
  - G. Consideration of, and possible action with regard to Amendment and Adoption of the City of Houston Employees' 125 Plan.
  - H. Consideration of, and possible action with regard to an Agreement of Adoption of the City of Houston Employee Health Benefit Plan by the Foundation.
- IV. Announcements
- V. Upcoming Meetings
- VI. Adjournment

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