



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Agenda - Approved

### MONONA TERRACE BOOKING EVENT ASSISTANCE ADVISORY COMMITTEE

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Wednesday, December 7, 2016

2:00 PM

Greater Madison Convention & Visitors Bureau  
22 East Mifflin Street

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If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below immediately.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese inmediatamente al número de teléfono que figura a continuación.

Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntaub ntawv ua lwm yam los sis lwm cov kev pab kom siv tau qhov kev pab, kev ua num los sis kev pab cuam no, thov hu rau tus xov tooj hauv qab no tam sim no.

Stephanie O'Neal, (608) 441-3953, [oneal@visitmadison.com](mailto:oneal@visitmadison.com)

#### CALL TO ORDER / ROLL CALL

Expected Attendees: Deb Archer, Alice O'Connor (by phone), Tom Ziarnik, Bill Zeinemann

Expected Absences: Steve King

#### APPROVAL OF MINUTES

September 13, 2016: <http://madison.legistar.com/Calendar.aspx>

#### PUBLIC COMMENT

#### DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

## NEW BUSINESS

Reminder to committee members to complete and submit City of Madison Statement of Interests form. This form can be completed at:  
[www.cityofmadison.com/mayor/committees/statementofinterests](http://www.cityofmadison.com/mayor/committees/statementofinterests)

All elected and appointed officials and employees of the City of Madison are expected to carry out their duties in the best interests of the City. The Statement of Interests form is intended to provide information that will identify potential conflicts of interest with those duties. Serving as officers or directors on the board(s) of organizations, as well as certain financial information, may indicate the possibility of a conflict of interest. Notwithstanding this disclosure, all persons holding positions with the City of Madison have the continuing responsibility to avoid conflicts of interest as they carry out their responsibilities.

## REVIEW FUND ACTIVITY

1. [45329](#) Fund Availability

**Attachments:** [FundActivityMemo.pdf](#)

## REVIEW FUTURE FUND REQUESTS

2. [45330](#) Uniform Law Commission - 2020 Annual

**Attachments:** [BookingIncentiveRequest.pdf](#)

3. [45331](#) American Association of Physics Teachers - 2020 Summer Conference

**Attachments:** [BookingIncentiveRequest.pdf](#)

4. [45332](#) American Ornithologists' Union - North American Ornithological Conference 2021

**Attachments:** [BookingIncentiveRequest.pdf](#)

5. [45333](#) Ancient Accepted Scottish Rite Masons - National Supreme Council National Convention 2021

**Attachments:** [BookingIncentiveRequest.pdf](#)

6. [45334](#) Welsh North American Association - 2019 North American Festival of Wales

**Attachments:** [BookingIncentiveRequest.pdf](#)

7. [45335](#) Association of Public Health Laboratories - 2019 Annual Meeting  
  
**Attachments:** [BookingIncentiveRequest.pdf](#)
  
8. [45336](#) General Dynamics Information Technology - 2019 NSMMS & CRASTE  
  
**Attachments:** [BookingIncentiveRequest.pdf](#)
  
9. [45337](#) World Triathlon Corporation - 2018 Ironman  
  
**Attachments:** [BookingIncentiveRequest.pdf](#)
  
10. [45338](#) International Business Innovation Association - 2019 International Conference on Business Incubation  
  
**Attachments:** [BookingIncentiveRequest.pdf](#)

#### SPECIAL REQUEST

11. [45340](#) Environmental Design Research Association - 2017 Annual Conference Update. GMCVB staff proposed two hotels and the grant was approved on this basis: 150 rooms at Hilton and 75 at the Park Hotel. After they selected Madison, Hilton agreed to increase their block for EDRA to 185 peak rooms. The client requests an exception to the MTBEA grant requirement that they must contract at least 50 rooms at a second hotel. See File ID 41018.  
  
**Attachments:** [BookingIncentiveRequest.pdf](#)

#### ADJOURNMENT