



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Amended 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, Suite 200

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### CALL TO ORDER / ROLL CALL

**Minute Taker:** Stephanie O'Neal, GMCVB

**Present:** 3 - Bill Zeinemann; M. Alice O'Connor and Deb Archer

**Absent:** 1 - Thomas J. Ziarnik

**Excused:** 1 - Steve King

### APPROVAL OF MINUTES

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

A motion was made by Zeinemann, seconded by O'Connor, to Approve the Minutes. The motion passed by voice vote/other.

### PUBLIC COMMENT

None

### DISCLOSURES AND RECUSALS

No disclosures or recusals were made by committee members at this time.

### REVIEW FUND ACTIVITY

1. [45329](#) Fund Availability

Archer reviewed the Fund Activity Memo, including re-appropriations and noting available funds of \$19,551 to consider and appropriate at this meeting.

### REVIEW FUTURE FUND REQUESTS

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

BEA Request: \$27,000 for facility rental.

A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.

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

**BEA Request: \$21,000 for facility rental.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**
4.     [45332](#)           American Ornithologists' Union - North American Ornithological Conference 2021

**BEA Request: \$21,000 for facility rental.**

**A motion was made by Zeinemann, seconded by O'Connor, to Approve. The motion passed by voice vote/other.**
5.     [45333](#)           Ancient Accepted Scottish Rite Masons - National Supreme Council National Convention 2021

**BEA Request: \$21,465 for facility rental.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**
6.     [45334](#)           Welsh North American Association - 2019 North American Festival of Wales

**BEA Request: \$14,400 for facility rental.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**
7.     [45335](#)           Association of Public Health Laboratories - 2019 Annual Meeting

**BEA Request: \$19,500 for facility rental.**

**A motion was made by Zeinemann, seconded by O'Connor, to Approve. The motion passed by voice vote/other.**
8.     [45336](#)           General Dynamics Information Technology - 2018 NSMMS & CRASTE

**BEA Request: \$15,600 for facility rental.**

**A motion was made by Zeinemann, seconded by O'Connor, to Approve. The motion passed by voice vote/other.**

9. [45337](#) World Triathlon Corporation - 2018 Ironman

**BEA Request: \$30,000 for facility rental. Archer noted that this is the last year of the current contract, and renegotiation with a review of room blocks will begin soon.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**

10. [45338](#) International Business Innovation Association - 2019 International Conference on Business Incubation

**BEA Request: \$24,000 for facility rental.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**

#### **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.

**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.**

**The Committee discussed the exception and various options, including a potential reduction in the grant. The Committee determined that this is a unique situation and supports approval of the exception request.**

**A motion was made by O'Connor, seconded by Zeinemann, to Approve. The motion passed by voice vote/other.**

#### **REMINDER OF STATEMENT OF INTERESTS**

**Archer reminded Committee members to complete and submit the City of Madison Statement of Interests form, noting that this can now be done online.**

#### **ADJOURNMENT**

**A motion was made by O'Connor, seconded by Zeinemann, to Adjourn. The motion passed by voice vote/other.**