

**MINUTES**  
**GWCCA FINANCE COMMITTEE MEETING**  
**November 18, 2020**  
**12:00 PM**  
**GWCCA Building C, Meeting Room C302 and Via Zoom Teleconference**

**The following five out of five Finance Committee Members were present:**

Steve Adams *(by Zoom)*

Brian Daniel, Chair

Bill Jones

Bill Russell

Doug Tollett

Chair Daniel called the meeting to order at 12:16 PM.

*A motion to approve June 11, 2020, Finance Committee meeting minutes was made by Doug Tollett, seconded by Bill Jones, and unanimously approved.*

**FY21 BUDGET UPDATE**

Joe Bocherer, GWCCA CCO, and Kim Allison, GWCCA Dr. Director of Convention Sales, presented the Committee with a Sales and Marketing Outlook for FY21 and FY22.

Janet Arsenault, GWCCA Sr. Director of Finance, presented the Committee with an October financial snapshot, an updated FY21 revenue budget and forecast comparison, updated expense mitigation results, and an FY21 forecast update.

Jennifer LeMaster, GWCCA Chief Administrative Officer, presented the Committee with organizational updates to include workforce, organizational staffing considerations and next steps, security services, utility services, facility services, and food service considerations.

With no further business to discuss, the meeting was adjourned at 1:54 PM.

Respectfully submitted:

Approved:

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Dale Aiken, Assistant Secretary

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Brian Daniel, Chair