

**BOARD OF DIRECTORS MEETING  
NEW YORK CONVENTION CENTER OPERATING CORP.**  
655 West 34<sup>th</sup> Street  
New York, NY 10001-1188

**MINUTES**

**MEMBERS PRESENT:**

Lee H. Perlman, Chairman  
Hugh L. Carey II  
Quenia Abreu  
Joseph F. Chan – Webex  
Christine Ferer – Webex  
Ronald Goldstock  
Richard N. Gottfried  
Steven C. Koppel  
Gary Lavine

**OTHERS PRESENT:**

**STAFF:**

Joyce Leveston, CEO  
Bradley A. Siciliano, President  
Doreen Guerin, SVP, Sales & Marketing  
Mark S. Sims, SVP & CFO  
Christine McMahon, SVP, Labor Relations and Show Operations  
Sonia Low, VP, General Counsel and Corporate Secretary  
Timothy Gaburungyi, SVP & CIO  
Kenneth Dixon, SVP, Security & Safety Solutions  
Kenneth Sanchez, SVP, Facilities & Operations Management  
Shane Beardsley, VP, Communications & Guest Experiences

**DATE:**

**March 26, 2025**

**Time:**

**1:00 p.m.**

**Location:**

**Large Conference Room  
and Audio/Video Webex**

**ABSENT:**

Fred Dixon  
Andrew Murstein  
Brian O'Dwyer  
Joseph Spinnato

**GUESTS/VISITORS:**

Geordie du Pont  
Marilyn Gonzalez  
Afomeya Habtamu  
Lisa Lopez  
Richard Mangino  
Sammi Ragsdale  
Indira Turney  
Kris Woo

<b>Call to Order</b>	The meeting of the Board of Directors for the New York Convention Center Operating Corporation (CCOC) was called to order at 1:00 p.m. A quorum was present. The meeting was presided over by Lee H. Perlman, Chairman.
<b>Agenda</b>	<b>Discussion</b>
<b>I. Introduction by the Chairman</b>	<p><b><u>Approval of the Minutes of January 23, 2025 (Attachment 25-14)</u></b>  A motion was made and seconded to approve the minutes of the Board of Directors meeting held on January 23, 2025. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1672</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the minutes of the Board of Directors meeting held on January 23, 2025, are hereby approved.</p> <p>Before proceeding further, Mr. Perlman asked the Members whether anyone had any potential conflict of interest with respect to any of the items on the agenda and requested that they make an appropriate disclosure on the record and the individual with such conflict would recuse themselves from any discussion or vote with regard to such item or items. No Member having indicated such a potential conflict, the meeting proceeded.</p>
<b>II. Corporate Matters</b>	<p>Mr. Perlman announced that Mr. Steel was unable to be present at this board meeting and read aloud a letter from Mr. Steel to the Board to express Mr. Steel's gratitude for the Board's support during his years of service at the Javits Center.</p> <p><b><u>CEO's Report (Attachment 25-15)</u></b>  Before Ms. Leveston gave her report, she advised the Board of her intent to include a broader group of employees at the Board meetings going forward. She had each of the Javits Center employees who were present at the meeting introduce themselves.</p> <p>Ms. Leveston thanked the Board members for voting for her to be an exceptional CEO for the organization. She reported on the following key meetings she had held since starting at the Javits Center a few weeks ago:</p> <p><b><u>Introduction to Javits - Meetings</u></b></p> <ul style="list-style-type: none"> <li>State of the Center – Ms. Leveston stated that Mr. Steel had presented at the State of the Center for the past 12 years and now she had the opportunity to participate and present at the State of the Center on February 27th. She referred to photos of the event and noted that over 700 labor and administrative employees attended the lunch. Ms. Leveston stated that she was able to meet many of them as they came up to speak with her and take photos.</li> </ul>

## II. Corporate Matters (continued)

- Executive Team 1-on-1's – Ms. Leveston shared with the Board that she had met with each of the members of the executive team to better understand their roles and responsibilities and how the organization operates.
- Directors 1-on-1's – Ms. Leveston reported that she had held more than 17 meetings with director-level employees and below to introduce herself and better connect with them and understand their roles and responsibilities.

She noted that the objective of the meetings was to introduce herself to the staff, give her an opportunity to connect with employees, for her to understand existing roles and responsibilities and for her to tap into staff's thoughts for the future of the Center.

### Introduction to Key Stakeholders

In addition she reported on a number of key stakeholder meetings she had, including:

- CCDC (Rebecca Pelligrini) – Ms. Leveston noted that she attended CCDC's board meeting yesterday with Mr. Perlman and Mr. Siciliano.
- ESD Tourism (Ross Levi) – Ms. Leveston met with Mr. Levi and discussed the possibility of placing a large "I Heart NY" logo in the Javits Center.
- HACNY (Vijay Dandapani) – Ms. Leveston had a meeting with Mr. Dandapani and discussed the hotel occupancy numbers as compared to that in 2019 and what the Javits Center can do in partnering with NYC Tourism + Conventions to help support an increase in the hotel occupancy numbers. Ms. Leveston stated that she will be participating on a panel with Ms. Julie Coker on May 29<sup>th</sup> so they can come up with some ideas.
- Related (Jeff Blau) – Ms. Leveston had an informational meeting about Related's current bid process regarding the hotel and casino project and understood the need to wait for zoning and licensing approval. She discussed with Mr. Blau how they could collaborate.
- NYC Tourism + Conventions (Julie Coker) – Ms. Leveston attended their annual meeting last week and they are looking for dedicated funding to market NYC and its region as well as help support marketing for the Javits Center.
- Key Customer & Vendors – Ms. Leveston met with key customers and vendors, including Questex, Mary Larkin, Metro Multimedia and Freeman.
- Hello-Goodbye Party – Ms. Leveston had the opportunity to meet many key stakeholders, including the Governor, at the Hello-Goodbye event.
- Media interviews and panels (Pollstar's Women of Live) – Ms. Leveston will be accepting the honor in CA in April and has done a number of interviews with industry publications about her appointment and her plans for the Center.
- Interview with Prevue meetings – Ms. Leveston is part of a leadership panel for IVAM.

**II.  
Corporate Matters  
(continued)**
**Future Meetings Being Scheduled**

Ms. Leveston is looking forward to meetings with other key stakeholders, including:

- ESD CEO – Hope Knight
- EDC CEO – Andrew Kimball
- Key Electeds
- Neighboring Organizations
  - The High Line
  - Community Board 4
  - Hudson River Park Trust
  - Greater Harlem Chamber of Commerce

Ms. Leveston requested the Board to inform her or her assistant if there were any other organizations that she should meet with at this time.

Ms. Leveston then set forth some of her primary objectives going forward, including:

**Moving Forward – People**

- Listen to Staff – Employee Survey – Ms. Leveston indicated that she is on a listening tour to meet and greet the staff and people who work at the Javits Center. There are many employees who have been working at the Javits Center for 20 years or more.
- Train, Empower and Invest in the Staff
- Realign Organizational Structure
- Lean into our Diversity – ERG
- Make Javits a “Best Place to Work” – is the goal for the next 6 months.

**Moving Forward – Sales & Marketing**

- Establishing a new marketing and sales strategy – Ms. Leveston stated that this will be a key focus moving forward. One of her ideas is to rebrand the Javits Center as “Javits on the Hudson.”
- Hiring a Director of Marketing – Ms. Leveston noted that the Javits Center will be hiring a Director of Marketing to increase branding and marketing efforts and to tell the Javits Center’s story and reintroduce it to the industry while emphasizing the uniqueness of the Javits Center as compared to other convention centers.

## II. Corporate Matters (continued)

- Dedicated events budget – the management is focused on securing funding to be utilized in encouraging business to come to the Center.
- Targeted markets:
  - International Business
  - Association Business
  - MICE – Meetings, Incentives, Conferences, and Exhibitions – will be another area to focus on for the Javits Center
  - One goal is to explore more “mini wide” events involving the association business to optimize the Javits Center’s space
- Personally attending conferences - to give the Javits Center more marketing exposure
  - IBTM, IMEX America, IMEX Frankfurt, AIPC (China), UFI
- Expanding NYC Tourism + Conventions partnership – they have 7 international companies that they do business with and the Javits Center will hopefully be able to partner with NYC Tourism + Conventions

### Events highlights

- National Retail Federation “Big Show” –
  - Most revenue: \$21.8 Million (Up 8.4%) – Ms. Leveston noted that she will meet with NRF 1-on-1 when they are back in NY.
    - Second highest revenue: \$14.7 Million (Auto Show)
  - 100+ countries represented – international business happening at Javits Center
  - 40,000 industry professionals in attendance

### Events highlights

Ms. Leveston next reviewed recent significant events at the Javits Center.

- Toy Fair
  - Back in February/March schedule and returning for first time since 2023 – Ms. Leveston stated that she attended on Saturday and saw the parade
  - 17,803 industry professionals in attendance
  - Estimated revenue: \$10.4 Million
  - All 50 states and 75+ countries represented
  - First time Hasbro exhibited at the Javits Center – they always had their exhibit offsite
- New York Build
  - New owners (NINETEEN) – Mary Larkin is the new CEO for North America.

- Installer Show could co-locate next year with New York Build.
- AADOCR –
  - First time event
  - Large dental event that the Javits Center is actively working towards bringing in more events of this kind
  - North Javits event using 16+ meeting rooms in Hall 1A as well as Hall 1A itself.
- ADL 2025 – very successful event
  - Security protocols included – Mr. Dixon and the Public Security and Safety did a great job, and Mr. Perlman spoke to the CEO of ADL who expressed his sentiment and gratitude for the security, safety and success of the show.
    - Full magnetometer screening
    - Canine explosive detection
    - 50 plus law enforcement and 40 security staff onsite to secure the event

#### **Sustainability Notes**

Ms. Leveston then updated the Board on recent sustainability-related events.

- Rooftop Partner Lunch and Learn – This was a great opportunity for Ms. Leveston to be able to meet all of the rooftop partners.
- Steel Farm – New Season Plantings – There is signage in place for the new farm name, and planting for the new growing season has begun.
- Rooftop Tour Program Restart – A group came in from Norway, and Ms. Guerin and Mr. Beardsley introduced them to the Javits Center and conducted a tour. The full Rooftop tour program is about to launch for the new season.
- RTS Case Study – RTS is the waste hauler vendor and they are preparing a case study which shows the process by which the Javits Center is diverting waste.

#### **Neighborhood Updates**

Lastly, Ms. Leveston gave an update on activity in the surrounding community.

- Congestion Pricing – there has been no pushback from clients.
- Slaughterhouse Site Underpinning Plans – are now under review with developers and CCDC.

There was a general discussion regarding the Site K construction and having a discussion with Hilton Hotels in the future.

**III.  
Committee  
Reports**
**A. Audit & Finance Committees – Ronald Goldstock and Gary Lavine, Committee Chairmen**

It was reported that the Audit & Finance Committees met immediately prior to the Board Meeting to review the operating plan for fiscal year 2026 and receive updates on the January financial report. The Audit & Finance Committees also reviewed procurement summaries presented to the Board.

**Financial Report**

Mr. Sims reported on the revenues and expenses as of January 31, 2025 YTD as compared to the budget. He stated that the Javits Center had a total of 109 events during the first 10 months, 81 of which were recurring events and 28 of which were new events. He reported that income was \$2.6 million higher than plan due to: (1) \$3.3 million planned events over performance; (2) \$400,000 higher than plan interest rates; (3) offset by \$1.1 million lower than plan in F&B commission and advertising revenue. Expenses were \$593,000 lower than plan, mainly due to \$99,000 decrease in workers' compensation reserve, other post-employment benefits (OPEB) and house labor, netted with an increase in event labor, \$290,000 lower than plan in Selling, General and Administrative (SG&A) costs due to lower cost in utilities, building supplies and event-related professional services, netted with higher costs in facility maintenance, consulting, temporary services and credit card fees, \$247,000 lower than plan in depreciation due to timing of assets capitalized, and \$43,000 higher than plan in Interest Expense. The Net Loss of \$3.2 million is favorable to the planned Net Loss of \$6.4 million, by \$3.2 million.

**Approval of Fiscal Year 2026 Operating Plan – (Attachment 25-16)**

Mr. Siciliano presented the Board with the Operating Plan for fiscal year 2026. Kris Woo was reintroduced and acknowledged for her work in assisting with putting together the Operating Plan. This Plan shows a huge improvement year over year. The Operating Plan anticipates a \$67,000 Operating Surplus and \$7.3 million Net Loss after depreciation. The Operating Revenue is projected to increase by approximately \$11,030,000 and expenses are projected to increase by approximately \$5,677,000, and there is an increase in depreciation of approximately \$441,000. Under the Plan, the Javits Center will not be dipping into reserves to cover operating expenses. Year over year management expects a favorable \$4 million swing. The revenue numbers are projected to be up 6% overall. The largest number is \$8.0 million in event-related services, and the largest expense increases are due to the labor we are renting out. 32% growth in advertising and concessions is driven by new digital advertising signs that are estimated to bring in more than \$1.5 million. For concessions, Cultivated has projected to bring in about \$730,000 more year over year. These are positive revenue drivers. Expenses are only going up by 3% so the Javits Center is managing expenses well. The Javits Center is also hiring a Director of Marketing to boost the sales and marketing effort, as well as adding certain other essential positions. This will drive employee compensation and benefits expenses higher. Management also anticipates an increase in Collective Bargaining Agreement (CBA) rates. The Javits Center has been able to control these expenses for the last several cycles, but the market is showing CBA increases between 7% and 19%. The Javits Center has three CBAs coming up for renewal this year and management will keep the increases tight but anticipates they will be higher than recent agreement increases. The reduction in temporary staff on the ERP project and managing consulting contracts will help drive down expenses for the upcoming

**III.  
Committee  
Reports (continued)**

year. Management is hopeful it can outperform the projected \$7.3 million net loss through anticipated movers. For example, management just started the process of restructuring the Javits Center's food and beverage contract and the digital sign contract to increase those revenues. In addition, management of the Marshalling Yard is out for an RFP, and this should increase revenue from that asset. Management intends on being much more aggressive in monetizing its assets going forward.

The Board reviewed the fiscal year 2026 Operating Plan and held a general discussion. A motion was made and seconded. The following resolution passed by unanimous vote:

**Resolution No. 1673**

**NOW THEREFORE BE IT RESOLVED** that the fiscal year 2026 Operating Plan is hereby approved.

Regarding procurements, Mr. Goldstock reported that there were a good number of single and sole source procurements, and the Committee members asked about pricing and how management knows it is a fair price. There was a discussion about different processes by which the Javits Center could approach these types of procurements.

**Procurement Summaries for Approval (Attachments 25-17 through 25-26)**

Mr. Sims presented the Board Members with procurements for approval. The Chairman advised the Members that by voting to approve the listed procurements, the Members would be passing separate resolutions reflecting each procurement individually; and the minutes will reflect that each procurement was the subject of a separate resolution.

**Approval of Contract – WSP, USA (Attachment 25-17)**

Mr. Sims presented a procurement summary seeking Board approval to award WSP, USA a single source contract to provide professional engineering services associated with the generator urea system upgrade at the Jacob K. Javits Convention Center (Javits Center) for a total cost of \$189,000. The contract term is from April 1, 2025 to December 31, 2025. A motion was made and seconded. The following resolution passed by unanimous vote:

**Resolution No. 1674**

**NOW THEREFORE BE IT RESOLVED** that the award of a single source procurement to WSP to provide professional engineering services associated with the Urea System upgrade at the Jacob K. Javits Convention Center at a total cost of \$189,000 for a term from April 1, 2025 to December 31, 2025, is hereby approved.

**Approval of Contract – Sirina Fire Protection Corporation (Attachment 25-18)**

Mr. Sims presented a procurement summary seeking Board approval to award a contract a single source contract to Sirina Fire Protection Corporation (Sirina) to provide inspection, testing and maintenance services to the fire sprinkler systems at the Jacob K. Javits Convention Center (Javits Center) Transformer building and North building. The contract is for one year



<b>III. Committee Reports (continued)</b>	<p>at a total cost of \$169,755. The term of the contract is April 1, 2025 – March 31, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1675</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source procurement to Sirina to provide inspection, testing and maintenance services to the fire sprinkler systems at the Jacob K. Javits Convention Center (Javits Center) Transformer building and North building for one year at a total cost of \$169,755 from April 1, 2025 – March 31, 2026, is hereby approved.</p> <p><b><u>Approval of Contract – FloodBreak, LLC (Attachment 25-19)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award FloodBreak LLC (FloodBreak) a sole source contract to provide extended warranties and services for the FloodBreak passive automatic barrier or floodgate installed at the Jacob K. Javits Convention Center (Javits Center). The contract is for 3 years at a total cost of \$101,121 (\$33,707 per year). The term of the contract is April 1, 2025 - April 30, 2028. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1676</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a sole source contract to FloodBreak to provide extended warranties and services to the Jacob K. Javits Convention Center for 3 years at a total cost of \$101,121 from April 1, 2025 - April 30, 2028, is hereby approved.</p> <p><b><u>Approval of Contract – Daikin Applied Americas, Inc. (Attachment 25-20)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award Daikin Applied Americas, Inc. (Daikin) a sole source contract to provide preventive maintenance services for the Heating, Ventilation and Air Conditioning systems at the Jacob K. Javits Convention Center (Javits Center). The contract is for 3 years at a total cost of \$297,987 (\$96,408 1st year, \$99,300 2nd year, and \$102,279 3rd year). The term of the contract is April 1, 2025 - April 30, 2028. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1677</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a sole source procurement to Daikin to provide Heating, Ventilation and Air Conditioning Systems preventive maintenance services to the Jacob K. Javits Convention Center for 3 years at a total cost of \$297,987 from is April 1, 2025 - April 30, 2028, is hereby approved.</p>
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<b>III. Committee Reports (continued)</b>	<p><b><u>Approval of Contract – Cummin Sales and Service (Attachment 25-21)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award Cummins Sales and Service (Cummins) a single source contract to provide standby generators Tier4 upgrades at the Jacob K. Javits Convention Center (Javits Center) at a total cost of \$2,161,306. A motion was made and seconded. It was noted that Steven Koppel recused himself from the vote because the law firm where he works represents Cummin Sales and Service. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1678</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a sole source procurement to Cummins to provide standby generators Tier4 upgrades at the Jacob K. Javits Convention Center at a total cost of \$2,161,306 is hereby approved.</p> <p><b><u>Approval of Contract – Gryps, Inc. (Attachment 25-22)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award Gryps, Inc. a single source contract to provide a fully managed document and data platform for the Jacob K. Javits Convention Center at a total cost of \$144,000 (\$12,000 per month). The contract term is from April 1, 2025 – March 31, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1679</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source procurement to Gryps to provide a fully managed data platform at the Jacob K. Javits Convention Center at a total cost of \$144,000 from April 1, 2025 – March 31, 2026, is hereby approved.</p> <p><b><u>Approval of Contract – Marsh USA, Inc. (Attachment 25-24)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award general liability and other insurance contracts through Marsh USA, Inc. for the Jacob K. Javits Convention Center. The contracts are for one year (other than the Felonious Assault contract which is for 3 years) at an aggregate cost not to exceed \$6,472,505 for the fiscal period April 1, 2025 to March 31, 2026. A motion was made and seconded. It was noted that Steven Koppel recused himself from the vote because the law firm where he works represents Marsh USA, Inc. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1681</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of the general liability, property, and other insurance contracts that will be paid through Marsh USA, Inc. for a period of 1 year (other than Felonious Assault which is a contract period for 3 years), at an aggregate cost not to exceed \$6,472,505 for the fiscal period April 1, 2025 to March 31, 2026, is hereby approved.</p>
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**III.  
Committee  
Reports (continued)**
**Approval of Contract – JVK Operations, Ltd. (Attachment 25-25)**

Mr. Sims presented a procurement summary seeking Board approval to award JVK Operations Ltd. a contract to provide laundry services at the Jacob K. Javits Convention Center. The term of the contract is for 3 years at an estimated cost of \$120,000 (\$40,000 per year). The contract term is from April 1, 2025 – March 31, 2028. A motion was made and seconded. The following resolution passed by unanimous vote:

**Resolution No. 1682**

**NOW THEREFORE BE IT RESOLVED** that the award of a contract to JVK to provide laundry services at the Jacob K. Javits Convention Center for three years at an estimated cost of \$120,000 from April 1, 2025 - March 31, 2028, is hereby approved.

**Approval of Contract – Panel of 3 Firms (Attachment 25-26)**

Mr. Sims presented a procurement summary seeking Board approval to award contracts to the panel of three staffing firms to provide supplemental labor staff during large events at the Jacob K. Javits Convention Center (Javits Center). The term of the contract is for 3 years at an estimated cost of \$300,000 (\$100,000 per year). The contract term is from April 1, 2025 – March 31, 2028, with an optional 2-year renewal at the Javits Center’s discretion. A motion was made and seconded. The following resolution passed by unanimous vote:

**Resolution No. 1683**

**NOW THEREFORE BE IT RESOLVED** that the award for supplemental labor staffing services to the panel of three staffing firms outlined above for a period of 3 years at an estimated cost of \$300,000 for the period April 1, 2025 – March 31, 2028, with an optional 2-year renewal at the Javits Center’s discretion, is hereby approved.

**Review of Procurements (Attachments 25-27 through 25-33)**

Mr. Sims stated that previously approved service procurement contracts that extend for more than one year were being submitted for an annual Board review as required by the Corporation’s procurement guidelines. The procurement summaries were included with the packet sent to the Board in advance of the meeting. No Board Member had any comment or question with respect to these procurements.

**Procurement Contracts for Review (Attachments 25-27 through 25-33)**

Vendor	Procurement Review Period	Review Period Amount
Paradocs Medical Services	2/3	\$440,862
Momentum Technologies	2/5	\$168,207

**III.  
Committee  
Reports (continued)**

ASCO Power Services	2/5	\$49,297
Groome Door & Mechanical Systems, LLC	2/3	\$63,200
Vertiv Corporation	2/3	\$135,626
Lutron Services Company, Inc.	2/3	\$18,053
United Rentals	4/5	\$0

**Authorization of Signatories for NYCCOC (Attachments 25-34)**

Mr. Sims explained that the Board needed to pass a resolution relating to signing authority for Manual Payroll Checks in accordance with §2569 of the Public Authorities Law.

A motion was made and seconded. The following motion was passed by unanimous vote:

**Resolution No. 1684 (Attachment 25-34)**

**NOW THEREFORE BE IT RESOLVED** that the following individuals are authorized signatories for Manual Payroll Checks drawn on a payroll account maintained on the Corporation's behalf at J.P. Morgan Chase Bank in accordance with §2569 of the Public Authorities Law.

Joyce Leveston – Chief Executive Officer  
 Bradley Siciliano – President  
 Mark S. Sims – Senior Vice President & Chief Financial Officer  
 Richard Mangino – Controller

**B. Human Resources Committee**

No report.

**C. Facilities/Operations Committee**

Mr. Chan provided a brief report. He stated that he had reached out to the economic development team at the Governor's Office to express the increasing capital needs at NYCCOC with no money coming from NYCCDC to help fund such capital needs. He received helpful advice and will circle back with Ms. Leveston, Mr. Siciliano, Mr. Perlman and Mr. Dixon. A recommended strategy will be shared offline. Regarding the underpinning that was described earlier, management should consider performing an independent analysis of underpinning when the developer provides its underpinning study. Mr. Chan requested that management have CCDC or the developer cover the costs of that analysis.

<b>III. Committee Reports (continued)</b>	<p><b><u>D. Sales &amp; Marketing Committee, Doreen Guerin, Committee Chairman (Attachment 25-35)</u></b></p> <p>Ms. Guerin presented on behalf of the Sales and Marketing Committee regarding the first quarter of fiscal year 2026.</p> <p><b>Event Calendar – Q1 FY2026: April</b></p> <p>In line with the Operating Plan report, the Javits Center has a healthy roster of shows of 44 events, including two public shows and 19 trade shows. The two new shows are Smart City Expo USA (urban innovation show) and LinkedIn Talent Connect Sessions (tech show). In addition, the Auto Show is in the building for 20 days.</p> <p><b>Event Calendar – Q1 FY2026: May</b></p> <p>In May, the Javits Center has 23 events, most of which are annual events such as Disney Upfront, Robin Hood Gala, Salesforce Agentforce World Tour and the ICFF (contemporary furniture fair). These shows return annually and MDM (design and manufacturing) occurs every two years.</p> <p><b>Event Calendar – Q1 FY2026: June</b></p> <p>Celonis Process Intelligence NY, Future of Work USA, and Local Union No. 3 IBEW 125<sup>th</sup> Anniversary Gala are new shows in June.</p> <p>Fanatics Fest is returning to the Javits Center in June so that more football and baseball players can attend the show. New York Valves and the Summer Fancy Food shows are also returning to the Javits Center.</p> <p><b>Event Index List – Q1 FY2026</b></p> <p>Ms. Guerin then presented the event index list which reflects the industry and type of events for the upcoming quarter.</p> <p><b>Event Index Sector Breakdown – Q1 FY2026</b></p> <p>Next Ms. Guerin provided a pie chart on the event index sector breakdown and the leaders appear to be in the medical/healthcare and beauty industries with the next highest numbers being in the building/construction, entertainment and education industries.</p> <p><b>Sales and Marketing Update</b></p> <p>Ms. Guerin also provided a sales and marketing update, reporting that the sales team has put together the 2025 holiday package for large scale events and a holiday package for The Terrace and The Pavilion space. The Sales Team has already received four companies' inquiries and booked a few events. The Sales Team has been working toward an early capture of 2025 Holiday Parties by refreshing The Overview package and creating an inaugural package for The Pavilion and The Terrace to capture smaller</p>
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	<p>celebratory events. The packages will be marketed through e-blasts from the Javits Center and Cultivated and through Javits and Cultivated social channels.</p> <p><b>Sales and Marketing Activities</b></p> <ul style="list-style-type: none"> <li>The Sales Team has several promotional activities coming in the Spring designed to target multiple sectors.             <ul style="list-style-type: none"> <li>SISO CEO Summit – <i>Austin</i></li> <li>Global Meetings Industry Day (GMID) – <i>NYC</i></li> <li>Tristate Meeting Planner Event - <i>NYC</i></li> <li>PCMA Visionary Awards – <i>DC</i></li> <li>Agency Visits + Destination Celebration</li> </ul> </li> </ul> <p>The Javits Center has hosted some of these events in the past.</p> <p><b><u>E. Governance Committee – Ronald Goldstock, Committee Chairman</u></b>          No report.</p>
<b>IV. Other Business</b>	<p>Mr. Siciliano provided a status update on finding more Board members. Senior management has been reaching out to the Governor’s office and sent a list of potential candidates for them. There has been no feedback to date. Mr. Siciliano reached out last week to see if the Governor’s office had made any decisions but they are currently busy with budget negotiations. The Mayor’s Appointment Office also contacted the Javits Center about Board appointments, and management used that opportunity to request that potential candidates be presented to the Governor.</p>
<b>V. Adjournment</b>	<p>By motion and agreement, the meeting was adjourned at 2:15 p.m. with the next meeting to be held on June 18, 2025.</p>