

**Burbank Hospitality Association, Inc.  
Meeting Agenda**

**January 18, 2012  
11:00 a.m. – 12:00 p.m.  
Community Services Building  
150 North Third Street, Room 101, Burbank, CA 91502**

The Burbank Hospitality Association, Inc. meeting is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision or hearing impairments (48-hour notice is required). Please contact the City of Burbank at 818.238.5173 with questions or concerns.

**ROLL CALL**

**ANNOUNCEMENTS**

Bob Hope Airport video

**APPROVAL OF MINUTES**

December 14, 2011 meeting minutes.

**ACTION ITEM**

**ORAL COMMUNICATIONS**

At this time, any person may address the Board on any matter related to the T-BID. The public is only allowed to speak at this time.

**AGENDA ITEMS**

- I. **Request for Proposal** **ACTION ITEM**  
The Board will review and consider the Request for Proposal for a marketing and design consultant.
- II. **Previous City-wide Events**  
Staff will update the Board on major 2011 events.
- III. **Economic Development Marketing Efforts**  
Staff will update the Board on city-wide marketing efforts
- IV. **BHA Budget Update**
- V. **Ongoing Operational Issues**
- VI. **Future Agenda Items**  
Board Members may introduce new items for discussion, but no action may take place except to place the item on a future agenda at this time.

**ADJOURNMENT TO THE NEXT MEETING OF WEDNESDAY, FEBRUARY 15,  
AT 11:00 A.M. IN THE CSB BUILDING CONFERENCE ROOM 101.**

<b><u>Burbank Hospitality Association, Inc. Board Members</u></b>	<b><u>Key Staff</u></b>
Lucy Burghdorf, Bob Hope Airport Amitesh Damudar, Tangerine Motel Joy Forbes, City of Burbank Deputy City Manager Tony Garibian, Coast Anabelle and Safari Inn, <b>Vice-Chair</b> Khaled Kaawar, Courtyard by Marriott, <b>Secretary</b> Danny Kahn, Warner Bros. Studios Reggie McDowell, Burbank Airport Marriott Michael Swaney, Residence Inn by Marriott, <b>Treasurer</b> Tom Whelan, Hotel Amaranano, <b>Chair</b>	Ruth Davidson- Guerra, Asst. Community Development Director Mary Hamzoian, Community Development Department Grace Coronado, Community Development Department

The BHA Board is comprised of nine members of whom five will be required for a quorum. Regular meetings are held monthly the third Wednesday of the month unless that is a City holiday. In that case, the Board will meet the second or last Wednesday. The BHA Board's primary function is to conduct business for marketing and advertising Burbank as a first rate tourist and convention destination.