



ALBANY
CONVENTION
CENTER
AUTHORITY

**Albany Capital Center
Economic Impact Committee
Friday, July 25, 2025, 9:00 AM
Capital Room, Albany Capital Center**

The audio of the meeting will also be live streamed using this link:

<https://www.youtube.com/live/9paHXA8oufc?si=MglDuQIsb0swy3-G>

Meeting Minutes

Roll Call and Meeting Called to Order at 9:01 AM

Present:

Michele Vennard, Board Chair	Jahkeen Hoke, Vice-Chair
Michael Hoffman, Treasurer	Sarah Reginelli, Secretary
Todd Shapiro, Member	Dominick Purnomo, Member
John McDonald, Member	Joseph Bonilla (9:30 am)
Jay Cloutier, Discover Albany	Laura Grippen, BST, CPA
Shannon Licygiewicz, General Manager ACC	Monica Kurzejeski, Executive Director ACCA
Robert Ryan, Esq. Harris Beach Murtha	

Absent:

Michael McLaughlin, Member	
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1. Review Minutes from EI Committee Meeting of: April 30, 2025
 - a. Motion – Mr. McDonald
 - b. 2nd – Mr. Hoffman
 - c. Unanimously approved
2. Q-2 2025 EI Report: By Discover Albany Staff
 - a. Reviewed EI report slide by slide
 - b. 2 events in “Other Category” – one being Albany Pharmacy Graduation
 - c. Variance between 2024 and 2025 in conventions was NEAA conference.

- d. Sales teams for Discover Albany and ACC focus on conventions due to their strong financial performance and economic impact. Competition is stiff.
 - e. Review of Total life of the building Economic Impact.
 - f. Occupancy Report – occupancy struggle compared to last year. June was a good month. 70.9% occupancy. Rev Par is still robust on the overall county reporting. Co-star reporting for the 6 downtown hotel facilities. Occupancy is down for the quarter. Questions about the inventory between year to year with the renovations and Country Inn and Suites being brought online. Rev Par – good performance.
 - g. Mint+ report – pool of events that rotate throughout the country. Tool to see if we can recruit new events and validate some requests to come into our market. Table is just a sample of the clients.
 - h. Lost business – highlight – Outdoor Writer’s Association. Mr. Hoke question – how do we select organizations to go after? Jay explained his process. August in downtown Albany is a need month for us.
3. Albany Capital Center Operations, Marketing, & Sales Report: ASM Staff
- a. Sales Outlook for 2025 – strong since we met last. Review of events.
 - b. Sales outlook for 2026 – strong performance so far in securing events. Looking for more groups with HRN.
 - c. ASM Team Leads – strong conversion at 80%. Sept, Oct, Nov are completely sold out.
 - d. On track to be over 100,000 people for 2025. First time since 2019.
 - e. Great public relations this quarter. Smart Meetings marketing and featured in their Canvas for Innovation.
 - f. Mid-year survey – great results. NPS – overall average for every questions – 100%.
 - g. Q3 sneak peak – great events coming. Economic Impact over \$3,000,000! September very strong month for us.
 - h. Mr. Purnomo question – question ticket sales for CrossFit – still strong will land in the 5000+ range.
4. Other business. NONE
5. Adjourn. 9:49 am
- a. Motion -Mr. McDonald
 - b. 2nd – Mr. Hoffman
 - c. Unanimously approved.