



Exhibition Place

Item No. 6

November 19, 2014

To: The Board of Governors of Exhibition Place

ACTION REQUIRED

From: Dianne Young, Chief Executive Officer

Subject: **Business Travel IAVM - Venue Management School – First Year Member**

Summary:

This report requests approval of travel expenses for Steven Nushis, Accounting Manager, to attend the International Association of Venue Managers (IAVM), Venue Management School, First Year Member Program.

Recommendation:

It is recommended that the Board authorize travel expenses for Steven Nushis to attend the International Association of Venue Managers in Wheeling, West Virginia from June 6, 2015 to June 12, 2015, at a cost not expected to exceed \$3,800 for flights, accommodation and incidental expenses.

Financial Impact:

Funding for participation in the IAVM is contained in the 2015 Operating Training and Development Budget.

Decision History:

The Exhibition Place 2014 – 2016 Strategic Plan had an Organizational and Staffing Goal *to implement programs to meet our customer service expectations and core competencies* and as a Strategy to support this Goal *we will complete specific professional development plan for each non-unionized staff member and revise annually as required.*

The IAVM VMS is a one-week intensive instruction in each of two consecutive years, and is designed to enhance the professional education of managers of public assembly facilities.

Issue Background:

The Board's Business/Travel Expense & Reimbursement Policy states that travel expenses for staff over \$3,500 must be approved in advance by the Board.

Comments:

The IAVM VMS was founded in 1987 on the premise that professional management of public assembly venues requires professional education. It provides a one-week intensive instruction designed to enhance the professional education of managers of public assembly. This program has grown to be considered the benchmark in venue management education.

Attendees learn the core fundamentals of public assembly venue management from the best in the business that operates a public assembly facility. The school is designed for all levels of

facility management and operational staff and offers instruction by top facility managers on a variety of topics including facility management practices/principles and current industry issues. Both seasoned managers and people new to the industry find the school to be exceptionally valuable.

Contact:

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