



February 12, 2018

Mr. Robert Graber
Clerk of the Legislature
92 Franklin Street, 4th Floor
Buffalo, NY 14202

Dear Mr. Graber;

Enclosed please find the information for the Buffalo Niagara Convention Center Management Corporation as required by Budget Resolution 71 and requested in your December 20, 2017 letter as follows:

- 2018 Operating Budget
- Measurable Goals and Outcome as included in our 2018 Marketing Plan
- 2017 Quarterly Reports

Please note the Buffalo Niagara Convention Center is in the process of reconfiguring the corporate structure to be in compliance with the requirement of the NYS Authorities Budget Office. An updated strategic planning process will commence once the new structure is in place and as part of the County of Erie Convention Center Feasibility Study.

If you should have any questions or would like additional information, please do not hesitate to call me directly.

Sincerely,

A handwritten signature in black ink, appearing to be "Paul Murphy", written over a circular stamp or seal.

Paul Murphy
General Manager
Buffalo Niagara Convention Center

PM/tb

Buffalo Niagara Convention Center Management Corporation 2018 Operating Budget

	Proposed Budget 2018	Projected 2017	Budget 2017	Actual 2016	Variance 2017 Projected v. 2018 Budget	Variance 2017 Budget v. 2018 Budget
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REVENUES:

EARNED REVENUES

Gross Food & Beverage	\$ 3,280,110	\$ 3,131,440	\$ 3,158,077	\$ 3,166,711	\$ 148,670	122,033
Rents	784,018	777,782	722,121	790,528	\$ 6,236	61,897
Electrical Services	164,600	178,610	143,745	186,974	\$ (14,010)	20,855
Equipment Rentals	48,759	46,437	46,882	13,089	\$ 2,332	1,877
Communications Revenue	2,600	8,132	25,625	41,642	\$ (5,532)	(23,025)
Other Earned Revenue	116,000	119,814	113,887	106,116	\$ (3,814)	2,113

TOTAL EARNED REVENUES	4,396,087	4,262,215	4,210,337	4,305,060	133,872	185,750
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OTHER REVENUES

Commissions	17,445	16,614	14,335	14,852	\$ 831	3,110
Interest/Dividends	-	-	-	-	\$ -	0

TOTAL OTHER REVENUES	17,445	16,614	14,335	14,852	831	3,110
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Erie County - Grant	1,795,031	1,751,250	1,751,250	1,725,369	\$ 43,781	43,781
Technology Grant	-	-	-	-	\$ 28,196	0

TOTAL REVENUES	\$ 6,208,563	\$ 6,030,079	\$ 5,975,922	\$ 6,073,477	\$ 178,484	\$ 232,641
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EXPENSES:

COST OF SALES FOOD AND BEVERAGE	2,385,460	\$ 2,296,139	2,273,815	\$ 2,325,170	\$ 89,321	111,645
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SALARIES/WAGES	27.3%	26.7%	28.0%	26.6%		
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Admin/Sales	618,439	557,783	593,779	541,537	\$ 60,656	24,660
Maintenance	633,536	618,084	701,712	617,870	\$ 15,452	(68,176)
Engineering/Electrical	368,170	358,316	326,889	347,534	\$ 9,854	41,281
Dock/Lobby	87,414	85,700	98,881	94,562	\$ 1,714	(11,467)
Staff Incentives	25,000	25,000	25,000	21,750	\$ -	0
Temporary Services	67,915	66,908	29,225	43,488	\$ 1,007	38,690

TOTAL SALARIES AND WAGES	1,800,474	1,711,791	1,775,486	1,666,739	88,683	24,988
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PAYROLL TAXES AND FRINGE BENEFITS

Buffalo Niagara Convention Center Management Corporation 2018 Operating Budget

	Proposed Budget 2018	Projected 2017	Budget 2017	Actual 2016	Variance 2017 Projected v. 2018 Budget	Variance 2017 Budget v. 2018 Budget
FICA	107,041	106,365	135,825	104,710	\$ 676	(28,784)
NYS Unemployment Insurance	46,678	44,455	43,673	43,280	\$ 2,223	3,005
Disability/Life Insurance	8,365	7,967	3,100	4,381	\$ 398	5,265
Workmens Compensation	134,040	131,902	86,716	106,436	\$ 2,138	47,324
Health - Admin	82,287	78,368	65,969	60,604	\$ 3,918	16,318
Health - Union	75,765	72,157	65,297	74,389	\$ 3,608	10,468
Pension - Admin	16,801	16,312	19,127	14,053	\$ 489	(2,326)
Pension - Union	61,390	60,186	61,959	62,422	\$ 1,204	(569)
Training Expense	10,000	2,650	4,000	-	\$ 7,350	6,000
TOTAL EMPLOYEE BENEFITS	542,367	520,362	485,666	470,275	22,005	56,701
TOTAL PERSONNEL EXPENSES	2,342,840	2,232,153	2,261,152	2,137,014	110,687	81,688
PROFESSIONAL FEES						
Legal	20,095	19,510	12,583	22,112	\$ 585	7,512
Audit	26,500	26,000	26,000	22,500	\$ 500	500
Data Processing	84,326	102,258	81,011	110,437	\$ (17,932)	3,315
Other Professional Fees	40,129	14,885	13,368	17,089	\$ 25,244	26,761
Shared Services - BNCVB	2,000	2,325	4,000	2,528	\$ (325)	(2,000)
TOTAL PROFESSIONAL FEES	173,051	164,978	136,962	174,666	8,073	36,089
SUPPLIES\SMALL TOOLS						
Administrative	10,684	13,799	11,088	11,685	\$ (3,115)	(404)
Maintenance	77,748	81,840	73,512	69,638	\$ (4,092)	4,236
Engineering	44,337	43,468	46,780	43,599	\$ 869	(2,443)
Electrical	20,031	25,030	18,796	26,575	\$ (4,999)	1,235
Food & Beverage	65,261	64,095	45,599	91,564	\$ 1,166	19,662
TOTAL SUPPLIES	218,061	228,231	195,775	243,061	(10,171)	22,286
COMMUNICATION EXPENSES						
Telephone	17,445	17,255	16,131	16,954	\$ 190	1,314

Buffalo Niagara Convention Center Management Corporation 2018 Operating Budget

	Proposed Budget 2018	Projected 2017	Budget 2017	Actual 2016	Variance 2017 Projected v. 2018 Budget	Variance 2017 Budget v. 2018 Budget
Internet & Website	62,701	58,919	72,842	62,020	\$ 3,782	(10,141)
Postage & Freight	2,247	2,140	2,333	2,038	\$ 107	(86)
TOTAL COMMUNICATION EXPENSES	82,393	78,314	91,306	81,012	4,079	(8,913)
OCCUPANCY EXPENSES						
Utilities - Gas	68,514	67,329	81,699	65,894	\$ 1,185	(13,185)
Utilities - Electric	300,138	295,233	312,607	292,310	\$ 4,905	(12,469)
Utilities - Water	19,462	19,081	19,308	18,525	\$ 382	154
Admin Insurance	112,442	109,652	106,360	91,377	\$ 2,790	6,082
Contractual Maintenance	40,546	39,850	46,184	36,871	\$ 696	(5,639)
Emergency Medical Technicians	16,566	20,708	20,926	17,494	\$ (4,142)	(4,360)
Security & Police	46,093	56,230	29,271	54,008	\$ (10,137)	16,822
Building Repairs	10,055	9,858	26,714	18,999	\$ 197	(16,659)
Licenses & Fees	6,971	6,834	6,149	5,765	\$ 137	822
Other Occupancy	21,293	20,875	34,114	19,881	\$ 418	(12,821)
TOTAL OCCUPANCY	642,079	645,650	683,332	621,124	(3,571)	(41,253)
EQUIPMENT RENTAL/ REPAIRS & MAINT						
Equipment - Rentals	12,299	11,997	9,708	10,641	\$ 302	2,591
Admin - Repairs & Maintenance	1,752	1,718	3,264	1,034	\$ 34	(1,512)
Maintenance - Repairs & Maintenance	5,854	5,739	9,559	5,466	\$ 115	(3,705)
Engineering - Repairs & Maintenance	100,385	98,907	94,344	94,197	\$ 1,478	6,041
TOTAL EQUIP RENTAL/ REPAIRS & MAINT	120,290	118,361	116,875	111,338	1,929	3,415
TRAVEL & ENTERTAINMENT						
Local Meetings & Travel	500	264	500	286	\$ 236	0
Client Promotions & Entertainment	5,000	5,101	3,000	4,858	\$ (101)	2,000
Trade Shows	29,000	28,304	24,000	19,134	\$ 696	5,000
TOTAL TRAVEL & ENTERTAINMENT	34,500	33,669	27,500	24,278	831	7,000
ADVERTISING & PROMOTIONS						

Buffalo Niagara Convention Center Management Corporation 2018 Operating Budget

	Proposed Budget 2018		Projected 2017		Budget 2017		Actual 2016		Variance 2017 Projected v. 2018 Budget		Variance 2017 Budget v. 2018 Budget	
Advertising	36,153		35,444		34,999		18,722		\$ 709		\$ 1,154	
Promotional Materials	-		-		500		-		\$ -		\$ (500)	
Other promotional	81,635		101,788		82,135		93,242		\$ (20,153)		\$ (500)	
TOTAL ADVERTISING & PROMOTIONS	117,788		137,232		117,634		111,964		(19,444)		154	
OTHER EXPENSES												
Uniforms	14,976		14,263		12,783		13,584		\$ 713		\$ 2,193	
Dues & Subscriptions	7,319		6,970		2,682		5,964		\$ 349		\$ 4,637	
Bank Fees/Interest	31,476		31,164		32,776		33,712		\$ 312		\$ (1,300)	
Bad Debts	3,000		3,000		3,000		11,045		\$ -		\$ 0	
Miscellaneous / Depreciation	330		300		330		21		\$ 30		\$ 0	
TOTAL OTHER EXPENSES	57,101		55,697		51,571		64,326		1,403		5,530	
CAPITAL EQUIPMENT PURCHASES	35,000		20,000		20,000		212,288		\$ 15,000		\$ 15,000	
TOTAL OPERATING EXPENSES	\$ 6,208,563		\$ 6,010,425		\$ 5,975,922		\$ 6,106,241		198,138		\$ 232,641	
INCREASE (DECREASE) IN OPERATING NET ASSETS	0		19,654		-		(32,764)		\$ (19,654)		\$ 0	
FUNDS ENCUMBERED TO COVER OPERATING DEFICIT	-		-		-		-		0		0	
NET INCREASE (DECREASE) IN OPERATING NET ASSETS	\$ 0		\$ 19,654		\$ -		\$ (32,764)		\$ (19,654)		\$ 0	



2018 Measurable Performance Objectives

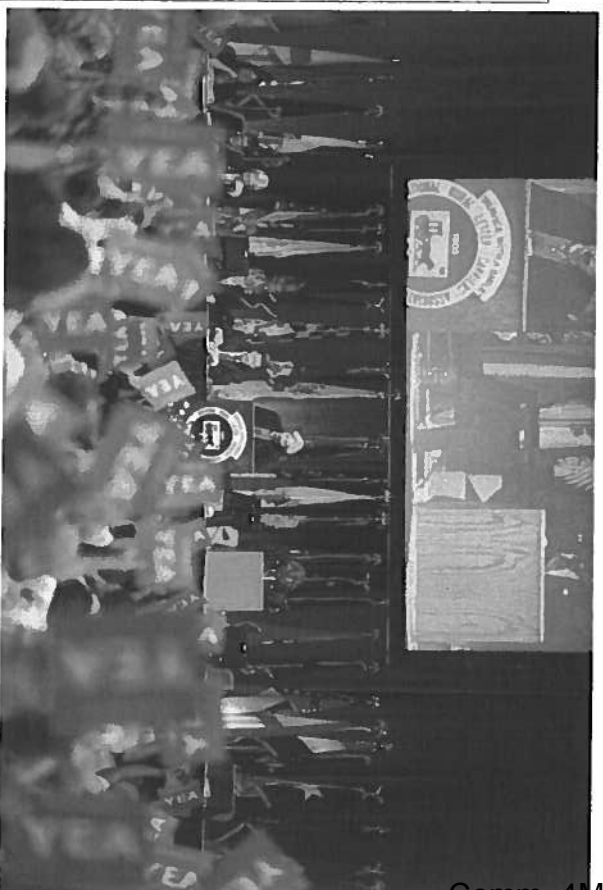
- Total Revenues - \$4,396,087 increase of 3.14% over 2017 projected year end totals.
- Food & Beverage Net Profit – 28.0%
- Total Estimated Room Nights – 34,000

Mix of Business

- Convention – 50.2%
- Meeting / Banquet – 33.7%
- Consumer / Public – 16.1%

Convention

- Strategically sell in collaboration with partners to maximize date and space inventory, target shoulder and off peak business periods.
- Focus on direct sales in targeted geographic markets with a series of scheduled, qualified appointments along with networking at industry receptions.
- Support VBN Bring It Home Campaign to uncover new convention business.

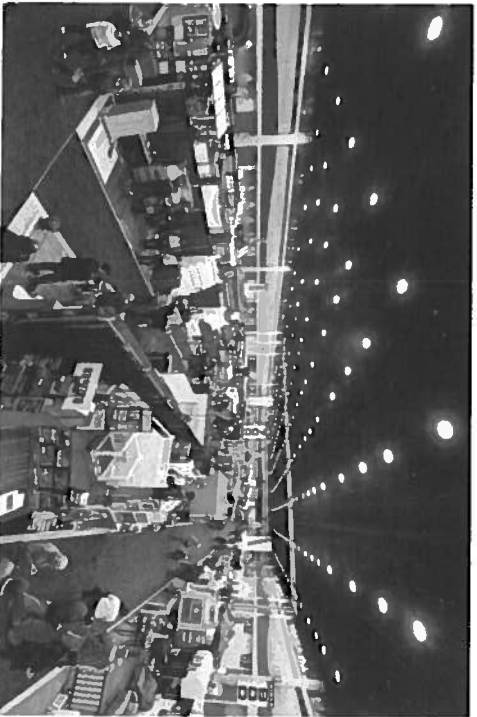
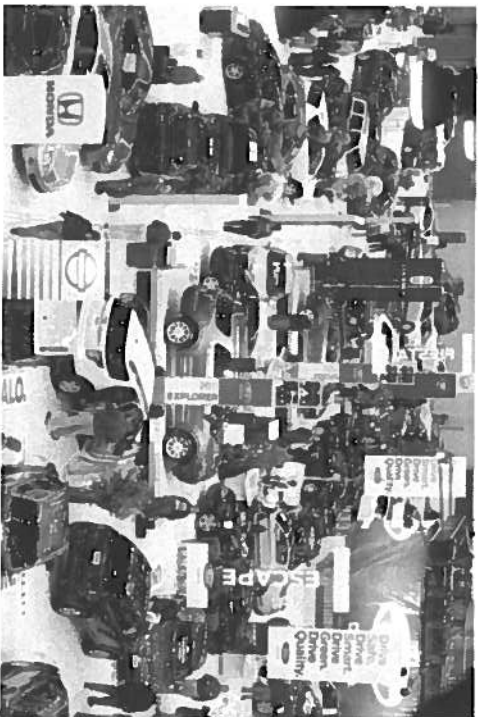


Banquets and Meetings

- Solicit events that are large and space intensive.
- Upsell food and beverage and other ancillary services.
- Feature new food and beverage offerings on updated Banquet Menus.
- Increase the number of tours and taste tests with potential clients with the goal of converting to definite bookings



Consumer and Public Events



- Identify additional revenue opportunities through upselling of ancillary services.
- Focus solicitation efforts on new business for need time periods (summer and December).

Convention and Event Services

- Achieve a guest satisfaction survey index score of 4.75% with a customer survey return rate of 50%.
- Maintain a superior customer service experience to ensure successful events and rebooking opportunities.



General Administrative

- Plan to recognize the BNCC's 40th Anniversary.
- Identify consultant and complete 5 year strategic facility plan.
- Reestablish Convention Center Committee of the Board of Directors.
- Work with the County of Erie DPW on facility capital projects.
- Work with County of Erie, Department of Environment & Planning, Steering Committee and convention center consulting team to complete the market and feasibility study on a new or expanded convention center.



BUFFALO NIAGARA CONVENTION CENTER			
Q4 Revenue	Goal	Actual	Variance
Rent Revenue	\$158,209	\$174,033	+10.0%
F&B Revenue	\$791,000	\$855,323	+8.1%
Electrical Service	\$30,050	\$43,562	+45.0%
Other Revenue	\$45,789	\$43,288	-5.5%
TOTAL REVENUE	\$1,025,048	\$1,116,206	+8.9%
YTD Revenue	2017	2016	Variance
Rent Revenue	\$779,051	\$790,528	-1.5%
F&B Revenue	\$3,263,775	\$3,166,711	+3.1%
Electrical Service	\$200,256	\$186,974	+7.1%
Other Revenue	\$186,745	\$160,847	+16.1%
TOTAL REVENUE	\$4,431,505	\$4,305,060	+2.9%
Q4 Events	2017	2016	Variance
Number of Events	46	43	+7.0%
Attendance	47,403	50,825	-6.7%
YTD Events	2017	2016	Variance
Number of Events	148	144	+2.8%
Attendance	252,721	284,293	-11.1%
F&B Profit Margin	27.6%	26.6%	+3.8%
Guest Satisfaction Survey	4.72	4.70	+4%
Comments Q4			
<p>Total revenues were up to budget in the fourth quarter of 2017 by \$91k or 8.9%.</p> <p>The increase in rentals of \$16k and food & beverage revenues of \$64k in Q4 2017 was a result of several fourth quarter groups booked in the year for the year.</p> <p>The increase in electrical revenues of \$14k was primarily a result of the Global Stampede event (+\$4k) and Delaware North (+\$7k) exceeding their budgeted electrical revenues.</p>			
Q4 Major Events Hosted			
Month	Event Name	Number of Attendees	
Oct	U.B. Dental Alumni Association –Buffalo Niagara Dental Meeting	2,400	
Oct	South Buffalo Football Association Inc. - Buffalo Irish Cheer Classic	2,000	
Oct	Bison Scholarship Fund – Luncheon	960	
Oct	Greater Buffalo Sports Hall of Fame – Annual Dinner	875	
Oct	Stampede Global – National Sales Meeting & Vendor Summit	600	
Oct	National Association for Campus Activities –Mid Atlantic Regional Conference	555	
Nov	YMCA Buffalo Niagara Turkey Trot – Post Race Party	10,000	
Nov	Conesus Fest for Charity – World's Largest Disco	7,000	
Nov	WNY Children's Book Expo	1,500	
Nov	Delaware North – The Big Show	995	
Nov	Roswell Park Alliance Foundation – All Star Gala	875	
Dec	Independent Health Foundation - First Night Buffalo	3,058	
Dec	Maria Love Convalescent Fund – Charity Ball	2,600	
Dec	Roswell Park – Courage of Carly Fund Annual Event	785	
Dec	Panasonic - Job Fair	200	

Q4 Major Events Booked		
Year	Event Name	Expected Revenue
2018	ECMC Foundation – 2018 Foundation Gala	\$131,500
2018	Kaleida Health Foundation – 2018 Gala	\$91,500
2018	Stampede Global – National Sales Meeting & Vendor Summit	\$53,100
2019	Insurance Club of Buffalo – 2019 Buffalo I-Day	\$62,000
2019	M.W. Hiram Grand Lodge Ancient Free and Accepted Masons	\$53,700
2019	Break the Floor Productions – JUMP Dance Convention	\$25,750
2019	Break the Floor Productions– NUVO Dance Convention	\$25,475
2020	Multiple District 20 Lions Club of NY & Bermuda – Annual Convention	\$34,480
Q4 Notable Sales Activities		
Date	Program	
Oct	Hosted HVS CC Consultants in conjunction with Erie County Department of Environment and Planning	
Oct	Attended VBN – Travel Industry Summit Luncheon	
Oct	Site Inspection with Harry Schmidt – RCMA President/CEO	
Oct	Site Inspection with Ron Melton – IAVM COO/CFO	
Oct	Bid presentation for the Multiple District 20 Lions Club, Binghamton	
Oct	Attended Connect Faith w/VBN and Hyatt, Columbus	
Nov	Participated in VBN/BNCC/Hotel sponsored lunch & coffee events with NYS Assn planners & executives, Albany	
Nov	Albany Sales Calls	
Dec	Hosted client holiday reception	
Dec	Attended ESSAE holiday party - Albany	
Dec	Site inspection with North American Rink Conference & Expo	

BUFFALO NIAGARA CONVENTION CENTER			
Q3 Revenue	Goal	Actual	Variance
Rent Revenue	\$122,108	\$130,366	+6.8%
F&B Revenue	\$529,400	\$502,946	-5.0%
Electrical Service	\$36,250	\$43,762	+20.7%
Other Revenue	\$43,592	\$39,555	-9.3%
TOTAL REVENUE	\$731,350	\$716,629	-2.0%
YTD Revenue	2017	2016	Variance
Rent Revenue	\$605,018	\$582,628	+3.8%
F&B Revenue	\$2,407,872	\$2,226,317	+8.2%
Electrical Service	\$156,694	\$134,931	+16.1%
Other Revenue	\$145,373	\$124,852	+16.6%
TOTAL REVENUE	\$3,315,157	\$3,068,728	+8.0%
Q3 Events	2017	2016	Variance
Number of Events	26	20	+30.0%
Attendance	19,545	22,244	-12.1%
YTD Events	2017	2016	Variance
Number of Events	102	101	+1.0%
Attendance	205,318	233,469	-12.1%
F&B Profit Margin	29.1%	25.1%	+15.9%
Guest Satisfaction Survey	4.77	4.79	-.4%
Comments Q3			
<p>Total revenues were down to budget in the third quarter of 2017 by (-\$15k) or (-2.0%).</p> <p>The increase in rentals in Q3 2017 of \$8k was a result of the Salvation of God event booked in the year for the year (\$8k).</p> <p>The decrease in food and beverage revenues of (-\$26k) came because of the cancellation of 3 banquet events in September 2017 (-\$35k).</p> <p>The increase in electrical revenues of \$8k was a result of the SUNY Physical Plant event (\$5k) and the Buffalo Fitness Expo (\$2k) (both of which were not budgeted).</p>			
Q3 Major Events Hosted			
Month	Event Name	Number of Attendees	
July	NYS Board of Law Examiners – July Exam	2,800	
July	SGTV Edelweiss Buffalo –Gaufest 2017	1,636	
July	The Salvation of God – Glory Encounter Explosion	500	
July	SUNY Physical Plant Association – Summer Conference	245	
Aug	Police Athletic League of Buffalo – Reading Rules Summer Reading Challenge	2,000	
Aug	Garden Writers Association – Annual Conference & Expo	285	
Sept	Queen City Comic – Buffalo Comicon	3,800	
Sept	Town Square Media – Diversity Job Fair	1,200	
Sept	Kaleida Health Foundation – 2017 Gala	1,060	
Sept	Ellicott District – Senior Ball	897	
Sept	Buffalo Fitness Expo	680	
Sept	Alcoholism & Substance Abuse Providers of NYS– Annual Meeting	535	

Q3 Major Events Booked		
Year	Event Name	Expected Revenue
2017	Delaware North – The Big Show, DN F&B, GuestPath & Retail Conference	\$73,250
2018	American Wine Society –Annual Conference	\$80,350
2018	Moog Inc. – Mid Winter Bash	\$75,500
2018	St. Joseph’s Collegiate Institute - Lasallian Gala	\$50,000
2018	Buffalo Motorama	\$46,000
2018	M&T Bank – Retail & Business Banking Meeting	\$20,000
2018	Foundation of the Roman Catholic Diocese of Buffalo – 2018 Gala	\$40,000
2021	Marketplace Events – 2021 Buffalo Home and Garden Show	\$200,000
2022	Marketplace Events – 2022 Buffalo Home and Garden Show	\$200,000
2023	Marketplace Events – 2023 Buffalo Home and Garden Show	\$200,000
Q3 Notable Sales Activities		
Date	Program	
July	Meeting with Sales Directors from Rochester & Syracuse Convention Centers in Rochester	
July	Met with new VBN sales managers and toured BNCC	
July	Prepared 2018 BNCC Budget and began working on Marketing Plan	
Aug	Exhibited and attended the American Society of Association Executives (ASAE) Annual Meeting and Exposition with VBN in Toronto	
Aug	Attended the American Society of Association Executives (ASAE) with representative from Erie County Department of Environment and Planning and toured the Metro Toronto Convention Center	
Aug	Attended the International Association of Venue Managers (IAVM) Annual Conference in Nashville	
Aug	Presentation and attendance building at Marine Corp League Conference with VBN and Hyatt	
Aug	Attended Connect Association Marketplace with VBN and partners in New Orleans	
Aug	Site inspection with NYS Fire Chiefs	
Aug	Site inspection with Preservation Technology Society	
Sept	Hosted and participated in the VBN/BNCC Customer Advisory Council	
Sept	Participated with VBN & Hyatt in quarterly convention services meeting	
Sept	Hosted FAM lunch and participated in the VBN FAM	
July – Sept	Sales & Service Dept has been down 1-2 managers throughout this quarter due to medical leave	

BUFFALO NIAGARA CONVENTION CENTER			
Q2 Revenue	Goal	Actual	Variance
Rent Revenue	\$105,737	\$136,827	+29.4%
F&B Revenue	\$1,054,500	\$1,132,321	+7.4%
Electrical Service	\$14,550	\$43,492	+198.9%
Other Revenue	\$46,569	\$53,801	+15.5%
TOTAL REVENUE	\$1,221,356	\$1,366,441	+11.9%
YTD Revenue	2017	2016	Variance
Rent Revenue	\$469,252	\$476,589	-1.5%
F&B Revenue	\$1,904,411	\$1,910,180	-0.3%
Electrical Service	\$112,433	\$98,947	+13.6%
Other Revenue	\$100,297	\$97,027	+3.4%
TOTAL REVENUE	\$2,586,393	\$2,582,743	+0.1%
Q2 Events	2017	2016	Variance
Number of Events	42	49	-14.3%
Attendance	44,054	37,977	+16.0%
YTD Events	2017	2016	Variance
Number of Events	76	81	-6.2%
Attendance*	185,833	211,124	-12.0%
F&B Profit Margin	31.2%	30.6%	+2.0%
Guest Satisfaction Survey	4.83	4.75	+1.7%
Comments Q2			
<p>Total revenues were up to budget in the second quarter of 2017 by \$145k or 11.9%.</p> <p>The increase in rentals in Q2 2017 of \$31k was a result of U.S. Foods food show (\$15k) and the LEGO Show (\$9k).</p> <p>The increase in food and beverage revenues of \$82k came as a result of an increase over budget from Snow Symposium (+\$55k) and the CWA Dinner (+\$62k).</p> <p>The increase in electrical revenues of \$29k was a result of the aforementioned U.S. Foods food show (\$18k) and Nickel City Con (\$5k).</p> <p>*Auto Show attendance has been recalculated resulting in a 25,000 attendee reduction for both 2016 and 2017.</p>			
Q2 Major Events Hosted			
Month	Event Name	Number of Attendees	
April	Buffalo Wine Festival	2,500	
April	US Food Fanatics	1,270	
April	Harley Davidson – HOG Officer Training	755	
April	Break the Floor Productions – Jump Dance	754	
April	Buffalo State College WNY Association of College Career Centers – Teacher Recruitment Days	625	
May	Dave & Adam's Card World – Nickel City Con	11,679	
May	Buffalo Niagara Marathon – Post Race & Runners Expo	6,201	
May	M&T Bank – Officers Meeting	2,004	
May	ECMC Foundation – 2017 Gala	1,663	
May	CWA 1168 – Dinner	1,405	
May	Insurance Club of Buffalo – Buffalo I-Day	1,131	
June	Learn with Bricks, Brickfest Live – Lego Fan Experience	3,500	
June	National Homeland Security Association – Annual Convention	1,302	
June	Lancaster Junior/Senior Prom	853	
June	Holy Cross Headstart Dance	800	

Q2 Major Events Booked		
Year	Event Name	Expected Revenue
2017	Delaware North – The Big Show	\$73,250
2017	Civil Service Employees Association Holiday Party	\$20,000
2018	Ingram Micro – USSK 2018	\$256,500
2018	Dave & Adam’s Card World – Nickel City Con	\$34,000
2018	Cheersport – Cheerleading Competition	\$29,687
2019	UB Dental Alumni Association – Buffalo Niagara Dental Meeting	\$54,864
2019	Contemporary Ceramic Studios Association – Annual Meeting	\$50,000
2018-2020	NYS Board of Law Examiners – Feb & July Bar Exams (Multi-year agreement)	\$550,000
Q2 Notable Sales Activities		
Date	Program	
April	American Wine Society – Site Inspection	
April	Contemporary Ceramic Studio Association – Site Inspection	
May	Attended PCMA Visionary Awards with VBN -Washington DC	
May/June	Attended Fraternal Executive Association with VBN-Tampa	
June	Attended ESSAE Trade Show with VBN & Hotel Partners	
June	Attended the Int’l Aviation Snow Symposium Board of Directors Dinner	
June	Met with and attended NYS Fire Chiefs in Turning Stone with VBN	
June	MW Hiram Grand Lodge Ancient Free & Accepted Masons – Site Inspection	

BUFFALO NIAGARA CONVENTION CENTER			
Q1 Revenue	Goal	Actual	Variance
Rent Revenue	336,067	332,425	-1.1%
F&B Revenue	783,177	772,091	-1.4%
Electrical Service	62,895	68,941	+9.6%
Other Revenue	50,444	46,496	-7.8%
TOTAL REVENUE	1,232,583	1,219,953	-1.0%
YTD Revenue	2017	2016	Variance
Rent Revenue	332,425	317,461	+4.7%
F&B Revenue	772,091	788,799	-2.1%
Electrical Service	68,941	69,496	-0.8%
Other Revenue	46,496	50,077	-7.2%
TOTAL REVENUE	1,219,953	1,225,833	-0.5%
Q1/YTD Events	2017	2016	Variance
Number of Events	34	32	+6.3%
Attendance*	142,671	148,147	-3.7%
F&B Profit Margin	25.1%	26.3%	-4.6%
Guest Satisfaction Survey	4.88	4.77	+2.3%
Comments Q1			
Total revenues were down slightly to budget in the first quarter by (-\$13k) or (-1.0%).			
Rental revenues were down by (-\$4k) or (-1.1%).			
Food and Beverage revenues were down slightly (-\$11k) or (-1.4%). We had 3 social groups in the first quarter budgeted that later cancelled their events.			
Electrical revenues were up to budget in the first quarter by (+\$6k) or (+9.6%) as the Bar Exam (+\$5k) exceeded their budgeted electrical revenues.			
Other revenues were down to budget by (-\$4k) or (-7.8%) as a result of lower than budgeted pass-through revenues.			
*Auto Show attendance has been recalculated resulting in a 25,000 attendee reduction for both 2016 and 2017.			

Q1 Major Events Hosted		
Month	Event Name	Number of Attendees
Jan	Town Square Media – Buffalo on Tap	5,787
Jan	Buffalo Soupfest	5,500
Jan	Cheersport – 2017 Cheerleading Competition	5,000
Jan	Tuxedo Junction –Bridesworld	2,988
Jan	Ingram Micro – 2017 North American Sales Kickoff	1,300
Jan	Roman Catholic Diocese – 2017 Gala	860
Feb	Niagara Frontier Automobile Dealers Association – 2017 Auto Show	45,000
Feb	Varsity Brands – 2017 American Championship	4,922

Q1 Major Events Hosted (continued)		
Month	Event Name	Number of Attendees
Feb	Moog Inc. – Mid Winter Bash	1,775
Feb	City of Buffalo - State of the City Address	1,550
Feb	New York State Board of Law Examiners – February Bar Exam	1,390
Feb	Ingram Micro – 2017 North American Sales Kickoff	1,300
Feb	Buffalo Zoo – Polar Bites	1,300
March	Marketplace Events – Buffalo Home Show	43,603
March	Buffalo Motorama	9,000
March	National Association of College Fairs – 2017 College Fair	3,500
March	NYC Dance Alliance – 2017 Regional Convention	1,848
March	Break the Floor Productions – 2017 Nuvo Dance Convention	850
Q1 Major Events Booked		
Year	Event Name	Expected Revenue
2017	Kaleida Health Foundation – Festival of Trees	\$80,000
2017	Roswell Park Alliance Foundation – All Star Gala	\$71,000
2017	Emerson High School Reunion	\$40,000
2017	Greater Buffalo Sports Hall of Fame - Dinner	\$35,000
2017	Independent Health Foundation – 2017 First Night	\$32,700
2017	Buffalo-Erie Marathon Association – Post Race Party/Runners Expo and Registration	\$24,850
2017	M&T Bank – Officers Meeting	\$16,500
2018	Marine Corp League, Inc. – National Convention	\$50,000
Q1 Notable Sales Activities		
Date	Program	
Jan	Exhibited at Bridesworld	
Feb	County of Erie completed renovations of two restrooms in the lobby	
Feb	Attended RCMA Emerge with VBN - Chicago	
Feb	Attended PMPI MACE appointment show & education conference with VBN - Washington DC	
March	BNCC/VBN/Hyatt Convention Services Meeting	
March	Bid presentation at the Marine Corp League Convention in Virginia with VBN & Hyatt; won the bid for 2018	
March	Participated with VBN & hotel partners in hosting client luncheon and reception event in Albany	
March	Collaborative Family Healthcare Assn - site inspection	