

NOTICE OF PUBLIC MEETING

Date of Notice: July 17, 2020

A public meeting of the Monroe-West Monroe Convention and Visitors Bureau Board of Directors will be held as follows:

DATE: July 20, 2020

TIME: 4:00 P.M.

PLACE OF MEETING: Monroe-West Monroe Convention and Visitors Bureau
601 Constitution Drive
West Monroe, Louisiana 71292

AGENDA: Agenda Follows Notice

SPECIAL COVID-19 NOTICE

This is an Open Meeting of the Monroe-West Monroe Convention and Visitors Bureau Board of Directors. In view of the COVID-19 Emergency the limitation on gatherings of more than 10 persons and social distancing will be observed. In accordance with Proclamation 41 JBE 2020 the public is encouraged to observe this meeting by teleconference as follows:

Information below is provided for those that are unable to attend in person and to offer public access to the meeting.

Join Zoom Meeting
<https://us02web.zoom.us/j/85012245911>

Meeting ID: 850 1224 5911
One tap mobile
+13126266799,,85012245911#

In addition, there are instructions on the Zoom website and www.monroe-westmonroe.org to assist you with signing up to use Zoom.





Monroe-West Monroe
Convention and Visitors Bureau
601 Constitution Drive
West Monroe, Louisiana
Board of Directors Meeting-Via Video Conference

Link to Meeting:

<https://us02web.zoom.us/j/85012245911>

NOTICE IS HEREBY GIVEN that a meeting of the Monroe-West Monroe Convention and Visitors Bureau Board of Directors will be held on Monday, July 20, 2020 at 4:00 p.m. The meeting will be held by LiveMeeting with Social Distancing observed at the Convention and Visitors Bureau, located at 601 Constitution Drive, West Monroe, Louisiana. At that time, the Bureau will consider and act on the items listed on the agenda.

**Agenda
July 20, 2020
4:00 PM**

- I. Call to Order/Welcome/Roll Call/Prayer
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Audit Report: Jay Cuthbert , Johnson, Perry, Roussel and Cuthbert Certified Public Accountants
- V. Treasurer Reports
- VI. Staff Activities and Travel Plans
- VII. Committee Reports
 - A. Tourism Development Grant Committee Items
 - a. Release of Payments
- VIII. Other Business
 - A. Retention Schedule
 - a. Approval of changes
 - b. Signatory Designation
 - B. Signage Update
 - C. Update Procedures
- IX. Convention Report
- X. Marketing and Tourism Report
- XI. President and CEO Report
- XII. Adjournment

