

**Monroe-West Monroe
Convention and Visitors Bureau
Board of Directors Meeting**

**Minutes
February 20, 2017**

Date and Place: The regular meeting of the Convention and Visitors Bureau was held at the Convention and Visitors Bureau on February 20, 2017 at 4:00 p.m. The Vice Chairman, Dr. Jerry Edmondson presided.

Roll Call: **Present**

Kevin Crosby	Dr. Jerry Edmondson
Omar Elgourani	Sammy Gordy
Lane Howell	Sue Nicholson
Don O'Toole	Norene Smith

Absent

Mickey Merritt (excused)	Nash Patel (excused)
Ryan Roark (excused)	

Staff: Alana Cooper, President/CEO
 Sylvia Bullard, Office Manager/Bookkeeper
 Elmer Noah, Board Attorney

Agenda: It was moved by Sammy Gordy and seconded by Don O'Toole to approve the February 20, 2017 board meeting agenda. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Minutes: It was moved by Lane Howell and seconded by Omar Elgourani to approve the minutes of the January 23, 2017 minutes as read. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Treasurer Report: The board members reviewed the itemized deposits and disbursements showing the following balance on hand as January 31, 2017.

General Funds \$8,489,843.08

Report filed for audit.

Travel Plans: It was moved by Sammy Gordy and seconded by Lane Howell to remove a trip by Alana Cooper to attend the Southeast Tourism Society Spring Meeting in Nashville, Tennessee, and approve the additional travel plans. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Committee Reports:

Tourism Development Grant Committee – Norene Smith reported that the committee met on February 20, 2017 at 3:30 p.m. to review payment requests.

1. The Children’s Museum requested final payment in the amount of \$3,875.00 for the 2016 Christmas activities during Christmas on the River.
2. Masur Museum requested the 1st 75% of \$10,000.00 of their grant in the amount of \$7,500.00.
3. West Monroe Chamber of Commerce requested final payment in the amount of 1,150.00 for the development of a self-guided historic walking tour of the West Monroe Cotton Port Historic District.

It was moved by Norene Smith and seconded by Lane Howell to approve payments to The Children’s Museum, Masur Museum and the West Monroe Chamber of Commerce as requested. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

The City of Monroe Civic Center reported that because of weather conditions they have not been able to complete the LED Fountain Lights Project. They request a 60 days extension to complete the project.

It was moved by Norene Smith and seconded by Sammy Gordy to extend the City of Monroe Civic LED Fountain Lights Project until April 21, 2017 (60) days to be completed. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

President/CEO Report: Alana Cooper reported that about three (3) years ago the Convention and Visitors Bureau purchased two (2) tarps for ULM baseball fields. She stated that since then ULM has installed turf on the fields. She requested board approval to donate the two (2) tarps to the Ouachita Parish School System.

It was moved by Kevin Crosby and seconded by Norene Smith to approve the President/CEO request to donate two (2) tarps no longer needed by ULM to the Ouachita Parish School System. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Alana Cooper discussed the survey for a sport facility done by Jon Schmieder, of the Huddle Up Group and stated that she want to move forward to the next step. The next step would be hiring a company to do an economic impact study on facility cost and operating expenses. She requested the board to approve \$45,000.00 to do the study.

It was moved by Kevin Crosby and seconded by Omar Elgourani to dedicate \$45,000.00 to do a cost analysis and economic impact study on building an indoor sport facility. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Alana Cooper reported that the next board will be held on March 27, 2017 due to her being at a conference on the regular meeting date.

Adjournment: There being no further business, it was moved by Lane Howell and seconded by Omar Elgourani to adjourn at 5:10 p.m. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

Dr. Jerry Edmondson, Vice Chairman

Sammy Gordy, Secretary/Treasurer