

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

**Minutes
February 25, 2019**

Date and Place: The regular meeting of the Convention and Visitors Bureau was held at the Convention and Visitors Bureau on February 25, 2019, at 4:00 p.m. The Chairwoman, Sammy Gordy presided.

Roll Call: **Present**

Kevin Crosby	Omar Elgourani
Sammy Gordy	Jordan Guillot
Mickey Merritt	Sue Nicholson
Don O'Toole, Jr.	Ryan Roark
Norene Smith	Roderick Worthy

Absent

Nash Patel (Excused)

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

Agenda: Mickey moved and seconded by Kevin Crosby to approve the February 25, 2019 board meeting agenda. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Minutes: Jordan Guillot moved and seconded by Omar Elgourani to approve the minutes of January 28, 2019, board meeting as read. Motion carried by a vote of ten (10) affirmative votes and zero (0) negative votes.

Treasurer Report: The board members reviewed the itemized deposits and disbursement showing the following balance on hand as of January 31, 2019.

General Funds	\$9,444,452.28
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Ryan Roark moved and seconded by Don O'Toole, Jr. to approve January 31, 2019, financial reports as presented. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Reports filed for audit.

Travel Plans: Roderick Worthy moved and seconded by Mickey Merritt to approve the additional travel plans for March through June 2019. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Committee Report:

Tourism Development Grant Committee – Ryan Roark reported that the committee met on February 25, 2019, to review final payment requests.

1. The Children’s Museum requested final grant payment of \$3,500.00 for advertising the 2018 Santa’s Christmas Village.
2. Louisiana Quarter Horse Association requested final grant payment of \$1,500.00 for advertising the December 2018 Sugar Bowl Extravaganza held at the Ike Hamilton Expo Center.

Ryan moved and seconded by Sue Nicholson to pay the final payment of \$3,500.00 to The Children’s Museum for advertng the 2018 Santa’s Christmas Village.

Ryan Roark moved and seconded by Sue Nicholson to release the final payment of \$1,500.00 to the Louisiana Quarter Horse Association for advertng the 2018 Sugar Bowl Extravaganza held at the Ike Hamilton Expo Center.

Motions carried by a vote of ten (10) affirmative votes to zero (0) negative votes

ULM Tennis Courts Resurfacing Project – Ryan Roark reported that the committee received a letter from Michael Davis, Director of Facilities, with the University of Louisiana at Monroe concerning the grant of \$146,250.00 that the board approved for resurfacing fifteen (15) tennis courts. The letter stated that the lowest bid submitted was \$73,890.00 to resurface all fifteen (15) courts, which is \$72,360.00 lower than the amount awarded. He stated that to receive prices on new net posts, nets, and windscreens, the University included an alternate for these items. He stated that with the base bid of \$73,890.00 plus the alternates, the bid price comes to \$98,354.00. He stated the University is requesting the board to consider to allow the University to reallocate the remaining \$72,360.00 of the November 2018 grant towards new net posts, nets, windscreens, and lighting.

Ryan Roark moved and seconded by Omar Elgourani to approve the funds of \$98,354.00 for the fifteens (15) tennis courts resurfacing and new net posts, nets, and windscreens. No lights included. The difference of \$47,896.00 returned to the special promotion budget. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes

President/CEO Report: Alana Cooper reported that the Convention Department is bidding on the 4-H State Horse Show that will be held in July 2020. She requested board approval to dedicate \$7,500.00 per three years to host the event at the Ike Hamilton Expo Center.

Sue Nicholson moved and seconded by Jordan Guillot to approve to dedicate \$7,500.00 per three years to bid on the 4-H State Horse Show if the Convention and Visitors is the successful bidder. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Alana Cooper reported that Louisiana-Arkansas Stockmanship and Stewardship will host a conference at the Ike Hamilton Expo Center on October 4-5, 2019. They have requested that the Convention and Visitors Bureau pay the deposit for \$500.00 to the Ike Hamilton Expo Center.

Moved by Roderick Worthy and seconded by Omar Elgourani to pay a deposit of \$500.00 to the Ike Hamilton Expo Center for the Louisiana-Arkansas Stockmanship and Stewardship Conference on October 4-5, 2019. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Adjournment: There being no further business, Mickey Merritt moved and seconded by Don O'Toole, Jr. to adjourn at 4:45 p.m. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Sammy Gordy, Chairwoman

Mickey Merritt, Secretary/Treasurer