

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

**Minutes
September 17, 2018**

Date and Place: The regular meeting of the Convention and Visitors Bureau was held at the Convention and Visitors Bureau on September 17, 2018, 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.	Nash Patel
Norene Smith	

Absent

Ryan Roark (excused)

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

Guest: EROD Staff
 Shane Smiley, Ouachita Parish Police Juror

Agenda: Sue Nicholson moved and seconded by Kevin Crosby to approve the September 17, 2018 board meeting agenda. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

EORD: Gene Crain with the East Ouachita Recreational District presented the board with a monthly report on the progress of EORD baseball/softball fields. He stated they are ahead on some things and behind on others. He stated they had booked 32 tournaments and the first tournament will be February 9, 2019.

Minutes: Mickey Merritt moved and seconded by Jordan Guillot to approve the minutes of the August 20, 2018 board meeting as read. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Treasurer Report: The board members reviewed the itemized deposits and disbursements showing the following balance on hands as of August 31, 2018.

General Funds \$8,084,818.24

Nash Patel moved and seconded by Sue Nicholson to approve the August 31, 2018, financial reports as presented. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Report filed for audit.

Travel Plans: Kevin Crosby moved and seconded by Mickey Merritt to approve the additional travel plans for October through December 2018. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Committee Reports: Kevin Crosby reported that the Tourism Development Grant Committee met on September 17, 2018, at 3:30 p.m. to review two (2) requests.

The Town of Sterlington requested approval to change the layout and location of batting cages they submitted in the January 2018 grant for Sterlington sports complex. The new design will have eight (8) boys and eight (8) girls cages and eight (8) toss stations all in one building and conveniently located.

Kevin Crosby moved and seconded by Sue Nicholson to approve the new design and location for the boys and girls batting cages stated to be in one building. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

The Children's Museum, Melissa Saye, Director, wrote a letter to the Tourism Development Grant Committee members to reconsider the amount awarded for their 2018 grant to promote Santa's Christmas Village. She sent a marketing budget breakdown of expenses that it will take to market Santa's Christmas Village for 2018. The Children's Museum received a \$5,000.00 grant, and the total campaign expenses are \$14,000.00 which is \$9,000.00 less than needed.

Kevin Crosby reported that the committee reviewed the grant again and recommended to grant the museum an additional \$9,000.00 to bring them up to the full amount requested of \$14,000.00 for advertising.

Kevin Crosby moved and seconded by Omar Elgourani to approve an additional \$9,000.00 with the \$5,000.00 already awarded to make up the total amount of \$14,000.00 needed to market Santa's Christmas Village 2018. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Kevin Crosby reported that the committee would like to give the Children's Museum an opportunity to resubmit a breakdown of additional information for the Easter Village Event from the original grant for the committee to review for funding.

Kevin Crosby moved and seconded by Sue Nicholson to allow the Children's Museum to resubmit additional information and a breakdown of funds needed for the Easter Village Event. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Adjournment: There being no further business, Omar Elgourani moved and seconded by Jordan Guillot to adjourn at 5:00 p.m. Motion carried by a vote of nine (9) affirmative votes to zero (0) negative votes.

Sammy Gordy, Chairwoman

Mickey Merritt, Secretary/Treasurer