

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

**Minutes  
September 18, 2017**

**Date and Place:** The regular meeting of the Convention and Visitors Bureau was held at the Convention and Visitors Bureau on September 18, 2017 at 4:00 p.m. The Chairwoman, Sammy Gordy presided.

**Roll Call:**        **Present**

Kevin Crosby	Dr. Jerry Edmondson
Omar Elgourani	Sammy Gordy
Mickey Merritt	Sue Nicholson
Nash Patel	Norene Smith

**Absent**

Lane Howell (excused)	Don O'Toole (excused)
Ryan Roark (excused)	

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

**Agenda:** It was moved by Norene Smith and seconded by Kevin Crosby to amend the September 18, 2017 board meeting agenda to add Anita Breen, General Manger, of Strauss Theatre Center to present a grant proposal and approve agenda as amended. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

**Strauss Theatre Center:** Ms. Anita Breen presented a grant proposal in the amount of \$20,000.00 asking the board to help fund the cost of replacing a 25 ton split air conditioner system in stage area of the theatre.

It was moved by Kevin Crosby and seconded by Nash Patel to refer the request to the grant committee for review. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

**Minutes:** It was moved by Mickey Merritt and seconded by Kevin Crosby to approve the minutes of the August 21, 2017 board meeting 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 of August 31, 2017.

General funds	\$8,890,821.88
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Report filed for audit.

**Travel Plans:** It was moved by Kevin Crosby and seconded by Mickey Merritt to approve the additional travel plans for October through November 2017. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

**Committee Reports:**

**Tourism Development Grant:** Kevin Crosby reported that the N/E Louisiana Soccer Association requested a payment of \$40,000.00 designated to purchase a tractor and mowing implements for the soccer complex.

It was moved by Kevin Crosby and seconded by Norene Smith to approve the request to release the funds of \$40,000.00 to purchase as per quote from Bill Cooper Truck Center a Kubota tractor and mowing implements. The board recommended that the building to house the tractor be built immediately to protect the tractor from outdoor elements. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

The committee also reviewed the request by Northeast Louisiana Soccer Association to use monies dedicated for resurfacing the tournament fields be permitted to be used to purchase additional implements for resurface improvements.

The board requested that they should send in a list of the implements that need to be purchased with pricing for review by the grant committee.

Kevin Crosby suggested that since the Strauss Theatre Center needs immediate action because of Service First, Inc. thirty (30) day proposal expiration date that the board should discuss the action needed now. After board discussion the following recommendation was made.

It was moved by Kevin Crosby and seconded by Jerry Edmondson to fund the Strauss Theatre Center the \$20,000.00 requested to replace a 25 ton split air conditioner unit in the stage area of the theatre from Service First, Inc. and also add an additional amount of \$4,522.00 for option one (1) on the proposal to replace the additional split air conditioner unit. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

**Adjournment:** There being no further business, it was moved by Norene Smith and seconded by Jerry Edmondson to adjourn at 4:55 p.m. Motion carried by a vote of eight (8) affirmative votes to zero (0) negative votes.

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Sammy Gordy, Chairwoman

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Lane Howell, Secretary/Treasurer

