

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

**Minutes
November 17, 2014**

Date and Place: The regular meeting of the Convention and Visitors Bureau was held at the Convention and Visitors Bureau office on November 17, 2014. The Chairman, Sammy Gordy, presided.

Roll Call: **Present**

Jerry Edmondson	Omar Elgourani
Sammy Gordy	Lane Howell
Gretchen Kovac	Sue Nicholson
Nash Patel	Don O'Toole
Ryan Roark	Janet Rutledge
Norene Smith	

Absent

None

Staff: Alana Cooper, President/CEO
 Sylvia Bullard, Office Manager
 Elmer Noah, Board Attorney
 Zack Parker, The Ouachita Citizen

Agenda: It was moved by Gretchen and seconded by Lane Howell to approve the November 17, 2014 board meeting agenda. Motion carried by a vote of eleven (11) affirmative votes to zero (0) negative votes.

Minutes: It was moved by Sue Nicholson and seconded by Nash Patel to approve the October 27, 2014 minutes as read. Motion carried by a vote of eleven (11) 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 October 31, 2014.

General Funds	\$6,695,616.66
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Report filed for audit.

Budget: Alana Cooper presented and reviewed the 2014 Revised and the 2015 Proposed Budget to the Board of Directors. The 2014 Revised and the 2015 Proposed Budget will be voted on in the December 15, 2014 board meeting.

Travel Plans: It was moved by Ryan Roark and seconded by Don O'Toole to approve the additional travel plans for November 2014 through February 2015. Motion carried by a vote of eleven (11) affirmative votes to zero (0) negative votes.

Committee Reports:

Tourism Development Grant Committee – Norene Smith reported that the Tourism Development Grant Committee met on November 17, 2015 to discuss the following grant requests.

1. Dirty South requested final grant payment in the amount of \$1,875.00.
2. Monroe Downtown Renaissance requested 75% payment of \$5,000.00 for Christmas Fireworks in the amount of \$3,750.00.
3. Monroe Garden Club requested 75% payment of \$20,000.00 for playground equipment to be installed at the Louisiana Purchase Gardens and Zoo in the amount of \$15,000.00
4. West Monroe Chamber of Commerce – Celtic Festival requested final payment in the amount of \$1,000.00.
5. Cotton Stakes & Classic Horse Show requested payment in the amount of \$20,410.00 for the 2014 Horse Show held at the Ike Hamilton Expo Center.
6. City of Monroe requested final payment of \$25,000.00 for the construction of Horseshoe Pits located in Chennault Park.

It was moved by Norene Smith and seconded by Don O'Toole to approve the requests as presented. Motion carried by a vote of eleven (11) affirmative votes to zero (0) negative votes.

President/CEO Report: Alana Cooper reported she received a letter of engagement for the 2014 audit from Johnson, Perry and Johnston to be signed and returned. She requested board approval to engage Johnson, Perry and Johnston for the 2014 audit.

It was moved by Sue Nicholson and seconded by Nash Patel to approve the President/CEO to sign and return the engagement letter to Johnston, Perry and Johnston for the audit ending December 31, 2014. Motion carried by a vote of eleven (11) affirmative votes to zero (0) negative votes.

Adjournment: There being no further business, it was moved by Janet Rutledge and seconded by Omar Elgourani to adjourn at 5:00 p.m. Motion carried by a vote of ten (10) affirmative votes to zero (0) negative votes.

Sammy Gordy, Chairwoman

Lane Howell, Secretary/Treasurer