

August 15, 2019

Meeting Minutes

Meeting Attendance

Present: Peggy Joseph, Elizabeth Joseph, Michelle Jenkins, Garret Monti, Tracey Smith, Paul Aucoin

Staff: Rena Jackson, Buddy Boe, Willma Harvey, Denise Burrell

Absent: Phillip LaRocca, Dolores Florent, Camella Landry

1. **Call to Order** – Peggy Joseph
2. **Prayer** –Peggy Joseph
3. **Pledge**- Michelle Jenkins
4. **Public Comment** – none
5. **Agenda** – A motion was made by Michelle Jenkins and seconded by Garret Monti to approve the agenda. The motion was unanimously approved.
6. **July 2019 Minutes** – A motion was made by Michelle Jenkins and second by Tracey Smith. The motion was approved unanimously.
7. **Financials** –

**July 2019** - A motion was made by Garret Monti and second by Tracey Smith to approve the July 2019 financials comparing budget figures to actuals. The motion was unanimously approved.

* **Resolution 19-20 – Annual Auditor Engagement**
	+ A motion was made to approve by Paul Aucoin and seconded by Garret Monti. The motion was approved unanimous.
* **Resolution 19-21 – Annual CMP Authorization**
	+ A motion was made to approve by Garret Monti and seconded by Tracey Smith. The motion was approved unanimous.

Elizabeth Joseph arrived at 10:10am

1. **Executive Director’s Report**

Operations

* Board Retreat – Mr. Boe discussed the board retreat being delayed until 2020

* **Resolution 19-22 –2019 Meetings Schedule Amendment**
	+ A motion was made by Garret Monti and seconded by Elizabeth Joseph to amend the resolution to remove the September meeting date. The motion to amend was unanimously approved. A motion to approve by Garret Monti and seconded by Elizabeth Joseph. The motion was approved unanimous.

 Community Engagement

* River Region Cruise Terminal – Mr. Boe stated no developments had occurred since the last meeting.
* Summit – Mr. Boe discussed the summit being planned for September 17 at the St. John Civic Center.
* Louisiana Civil Rights Trail Meeting – Mrs. Harvey spoke about the plans to submit a set of locations.

**Resolution 19-23 – Special Event and Marketing Grant Program**

* + A motion was made to approve by Tracey Smith and seconded by Paul Aucoin. The motion was approved unanimous.
* Manchac Greenway - A motion was made to add the item “Manchac Greenway” by Michelle Jenkins and seconded by Garret Monti. The resolution passed unanimously.
* Roundtables – Food/Beverage, Special Events, Mardi Gras, Attractions, Arts/Culture – Mr. Boe discussed upcoming roundtables to be scheduled in November and that dates would be announced in October.

 Destination Promotion

* + DestinationNext Survey Update – Mr. Boe announced the survey had been launched and urged all members of the commission and community to participate.
	+ River Reel Video – no video was shown

 St. John Center / River Parishes Film Commission

* St. John Center Bookings Report – Ms. Harvey updated the Commission on the activities at the Center.
* CEA update – Mr. Boe stated that a proposal had been submitted to the administration of St. John the Baptist Parish for their consideration.

 Communications –

 Sales/Business Development

* Sales Report – Ms. Harvey updated the board and provided the most recent sales report for the region and St. John Center

Upcoming Schedule

* + - ESTO – August 16-21, Austin
		- Travel Media Showcase – August 21-23, Atlanta
		- Lt Gov Summit – August 27-29, Baton Rouge
		- Connecting in Colombia – Sept 10-13, Bogota
		- Destination Downtown – Sept 11-13, Hammond
		- Louisiana Society of Association Executives – Sept 15-16, New Orleans

Executive Session

A motion was made to go into executive session by Michelle Jenkins and seconded by Garret Monti. The motion passed unanimously.

* Jocyntia Marie Banner v. St. James Parish, et al

A motion was made to go back into regular session by Elizabeth Joseph and seconded by Garret Monti. The motion passed unanimously. It was noted that no action was taken during executive session.

1. **Chairman’s Report**

Next Board meeting –September 18th @ 10am

A motion was made by Elizabeth Joseph and seconded by Michelle Jenkins to remove the September date from the agenda. The motion passed unanimously.

1. Adjournment – A motion was made by Elizabeth Joseph and seconded by Michelle Jenkins. The motion was unanimously approved.