

October 16, 2019

Meeting Minutes

Meeting Attendance

Present: Peggy Joseph, Elizabeth Joseph, Garret Monti, Tracey Smith, Camella Landry

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

Absent: Michelle Jenkins, Paul Aucoin, Philip Larocca

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

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

* **Resolution 19-24 – Certified Folder Annual Agreement**
	+ A motion was made to approve by Tracy Smith and seconded by Garret Monti. The motion was approved unanimous.
* **LTA Payment in lieu of HUB**
	+ Mr. Boe and Mr. Green discussed the payment made to the Louisiana Travel Association in lieu of a payment to HUB. It was stated that this item was related to the executive session item and would be discussed in more detail at that time.
1. **Executive Director’s Report**

Operations

* Digital Content Manager -Mr. Boe stated an offer had been made to the selected candidate.

* **Resolution 19-25 – Bonfire Festival CEA**
	+ A motion to approve was made 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.
* Tourism Summit and Taste of Tourism Re-Cap – Mr. Boe said the Summit and Taste of Tourism was a success and a foundation to build on in the future.
* Louisiana Civil Rights Trail Meeting – Mrs. Harvey spoke about the plans to submit a set of locations.

**Resolution 19-26 – Slavery Burial Ground Commission Appointment**

* + A motion was made to add Camella Landry as the St. James Representative by Elizabeth Joseph and seconded by Garret Monti. The motion was approved unanimous. A motion was made to approve as amended by Elizabeth Joseph and seconded by Garret Monti. The motion was approved unanimous.
* Roundtables – Food/Beverage, Special Events, Mardi Gras, Attractions, Art/Culture – Mr. Boe stated that a series of Rountables would be announced for November
* Manchac Greenway - Ms. Willma Harvey discussed the upcoming FAM tour of the Manchac Greenway project.

 Destination Promotion

* + RFP Recommendations – Mr. Boe announced the recommendation of firms to make final presentations.
	+ DestinationNext Survey Update – Mr. Boe discussed the workshop that was held in September to review the results of the survey.
	+ River Reel Video – Des Allemands

 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 –

* + - Mr. Boe and Ms. Harvey presented a list of reporters who have visited the destination.

 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

* + - LTLA – Oct 16-18, Monroe, LA
		- Culinary Trails – October 22-24, Atlanta, GA
		- World Travel Market = Nov 2-7, London, UK
		- Ontario Motor Coach Association – Nov 2-6, Ontario, Canada
		- LACVB – Nov 7-8, Houma, LA
		- American Film Market – Nov. 8-10, Los Angeles, CA
		- CDME/Destinations International Advocacy – Nov 8-14, Madison, WI

Executive Session

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

* J. Vero & Associates demand letter for final payment made to Louisiana Travel Association

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

A motion was made by Tracy Smith and seconded by Camella Landry to recognize the payment made to the Louisiana Travel Association on June 29, 2019, check #2585, in the amount of $20,254.98 as improper because there was no contract or other formal agreement with the Louisiana Travel Association that created an obligation for the Commission to make such payment and to request the District Attorney to assign counsel to demand recovery of the funds. . The motion passed with four approving and one voting no (Monti).

1. **Chairman’s Report**
* NOTICE – Elections – Chairman, Vice-Chairman, Secretary/Treasurer – Nov 21st. Chairman Joseph announced that election of officers would take place at the next meeting on Nov. 21st.

Next Board meeting –November 21st @ 10am

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