

RIVER PARISHES

TOURIST COMMISSION

MINUTES

Special Board Meeting

June 22, 2023, 5 pm

1720 LA Highway 44, Reserve, LA 70084

- I. **5:03pm** Call to Order / Roll Call – Elizabeth Joseph / Denise Burrell
TS RS NB EJ **RT** **KP** CL **TJ** SB (6 - 3)
Attorneys Henri Dufresne and Keith Green in attendance
- II. Prayer and Pledge of Allegiance Prayer **TJ** Pledge **CL**
- III. Approval of Current Agenda – **Action**
o Motion to approve the current agenda of June 22, 2023.
APPROVED M: **CL** 2: **NB**
TS RS NB EJ CL SB (6 - 0 - 0)
- IV. Public Comment
No Public Comments START **5:04pm** END **5:04pm**
- V. Approval of Minutes
• May 2023 Special Budget Committee Meeting Minutes – **Action**
o Motion to approve the minutes of May 18, 2023, Special Budget Committee Meeting.
APPROVED M: **CL** 2: **SB**
TS RS NB EJ CL SB (6 - 0 - 0)
• May 2023 Regular Meeting Minutes – **Action**
o Motion to approve the minutes of May 18, 2023, Regular Meeting.
APPROVED M: **SB** 2: **RS**
TS RS NB EJ CL SB (6 - 0 - 0)
- VI. Financial
• May 2023 Monthly Financials – **Action**
o Motion to approve the monthly financials for May 2023.
APPROVE M: **RS** 2: **NB**
TS RS NB EJ CL SB (6 - 0 - 0)
• Resolution 2023-03 – 2023/2024 Annual Budget – **Action**
o Motion to approve the 2023/2024 Annual Budget.
APPROVE M: **TS** 2: **SB**
TS RS NB EJ CL SB (6 - 0 - 0)
• Resolution 2023-04 – Louisiana Office of Tourism (LOT) Cooperative Marketing Program (CMP) Grant FY 2024 – **Action**

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- Motion to approve the authorization of the River Parishes Convention, Tourist and Visitors Commission Chairwoman to sign the LOT-CMP Grant FY 2024.

APPROVE M: TS 2: NB

TS RS NB EJ CL SB

(6 - 0 - 0)

- Resolution 2023-05 – Lease Agreement of the Wooden Alligator on the Alligator Site – **Action**
 - Motion to authorizing the River Parishes Convention, Tourist and Visitors Commission Chairwoman to sign the 2023-2024 Lease Agreement between Belle Terre Land, L.L.C., and the River Parishes Convention, Tourist and Visitors Commission to lease the “Alligator Site” for the sole purpose of displaying and maintaining the Wooden Alligator upon the terms and conditions set forth in the Lease Agreement.

APPROVE M: SB 2: RS

TS RS NB EJ CL SB

(6 - 0 - 0)

- Resolution 2023-06 – Louisiana Travel Association (LTA) “Culinary GOLD Sponsorship” – **Action**

- Motion to approve the remittance of payment for the LTA “Culinary GOLD Sponsorship.”

APPROVE M: TS 2: NB

TS RS NB EJ CL SB

(6 - 0 - 0)

VII. River Parishes Tourist Commission Report

- Operations
- River Region Cruise Terminal Monthly Update
- Louisiana Steam Train Association Update
- Sales Report
- Marketing & Public Relations Report

VIII. Conferences/FAM Tours

- International POW WOW, San Antonio, TX (May 20-25)
- Canada Media Familiarization Tour, Louisiana’s River Parishes (June 2-3)
- Southeast Tourism Society Marketing College, Macon, GA (June 3-9)
- 2023 Society of Government Meeting Professionals - National Education Conference, Bloomington, MN (June 6-8)
- Canada Trade Familiarization Tour New Orleans & Beyond, (June 11-12)
- LOT France Sales Mission, Lyons & Parish, France (June 12-16)

IX. Community Engagement

- Tourism Day at the Capitol, Baton Rouge, LA (May31)
- River Region Chamber of Commerce 2nd Quarter General Membership Meeting (June 13)
- Sport Tourism: West St. John High Athletic Crawfish Cook-Off, Edgard, LA (June 17)
- St. James Parish Economic Development Board Small Business Appreciation Banquet, Vacherie, LA (June 20)

X. Executive Session

- J Vero and Associates v. River Parishes Tourist Commission, 40th JDC#77665 “C”

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- Motion to enter Executive Session
APPROVE M: NB 2: SB
TS RS NB EJ CL SB (6 - 0 - 0)
- Motion to exit Executive Session
APPROVE M: SB 2: RS
TS RS NB EJ CL SB (6 - 0 - 0)
- Motion to proceed with the Regular Session as advised by Legal Counsel
APPROVE M: TS 2: NB
TS RS NB EJ CL SB (6 - 0 - 0)

XI. Chairman's Report

- Next Regular Board Meeting – July 20, 2023 @ 5pm
- Interviewing & Selection Committee for the Executive Director position
 - Resolution 2023-07 – Executive Director Interview Selection – **Action**
 - Motion directing the Interview & Selection Committee Chair to send formal, written communication to the agreed number of candidates regarding their selection to formally interview for the Executive Director position before the full Commission at the July 2023 public meeting.
APPROVE M: EJ 2: TS
TS RS NB EJ CL SB (6 - 0 - 0)
- Contract Review Committee
 - Resolution 2023-08 – Professional Services Agreement with Deveney Communication, LLC – **Action**
 - Motion to approve the Professional Services Agreement extension with Deveney Communication, LLC to the end of the year on December 31, 2023.
APPROVE M: TS 2: EJ
TS RS NB EJ CL SB (6 - 0 - 0)

XII. Adjourn – **Action**

- Motion to adjourn.
APPROVE M: SB 2: NB
TS RS NB EJ CL SB (6 - 0 - 0)