

RIVER PARISHES

TOURIST COMMISSION

Regular Meeting Agenda

October 19, 2023, 5 pm

1720 LA Highway 44, Reserve, LA 70084

- I. Call to Order / Roll Call
- II. Prayer and Pledge of Allegiance
- III. Approval of Current Agenda – *Action*
 - Motion to approve the current agenda of October 19, 2023.
- IV. Public Comment
- V. Approval of Minutes
 - September 2023 Regular Meeting Minutes – *Action*
 - Motion to approve the minutes of September 28, 2023, Regular Meeting.
- VI. Financial
 - September 2023 Monthly Financials – *Action*
 - Motion to approve the monthly financials for September 2023.
- VII. Approvals
 - Commercial Package and Excess Liability Insurance Policy Renewal – *Action*
 - Motion to approve the renewal of the Commercial Package and Excess Liability insurance policy.
 - Resolution 2023-11-AMEND – Auditor Annual Engagement – *Action*

A resolution authorizing the Executive Director to sign the letter of engagement with Martin & Pellegrin CPA to conduct the audit of the financial statements and statewide agreed-upon procedures for the fiscal year ended June 30, 2023.

 - Motion to approve the amending of Resolution 2023-11.
 - Resolution 2023-13 – Certified Public Accountant (CPA) Annual Engagement– *Action*

A resolution authorizing the Executive Director to sign the letter of engagement with T.S. Kearns CPA to conduct the annual and monthly statements for year ended June 30, 2024.

 - Motion to approve the CPA Annual Engagement for the fiscal year ended June 30, 2024.
 - Resolution 2023-14 – Cooperative Endeavor Agreement w/ LA Department of the Treasury and the State of Louisiana – *Action*

A resolution authorizing the Executive Director to sign the Cooperative Endeavor Agreement w/ LA Department of the Treasury and the State of Louisiana according to Act 447 of 2023 Regular Legislative Session.

 - Motion to approve the Cooperative Endeavor Agreement w/ LA Department of the Treasury and the State of Louisiana according to Act 447 of 2023 Regular Legislative Session.

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- VIII. Presentation
- 2024 Legends Fest presented by Kealan Levy
- IX. Executive Director's Report
- Operations
 - River Region Cruise Terminal Monthly Update
 - Louisiana Steam Train Association Update
 - Sales Report
 - Marketing & Public Relations Report
- X. Conferences/FAM Tours
- Teams '23 Conference & Expo - West Palm Beach, FL (Oct 2-5)
 - Destinations International – Little Rock, AR (Oct 10-12)
- XI. Community Engagement/Events
- St. James Pumpkin Patch, Gramercy, LA (Oct 10, 13, 14, 15)
 - St. James Parish Market Day, Gramercy, LA (Oct 14 & 15)
 - Junior Achievement & Kiwanis Club of Tri Parishes Inaugural St. John Parish College & Career Fair – LaPlace, LA (Oct 11)
 - Andouille Festival, LaPlace, LA (Oct 20-22)
 - Poche Plantation Fall Festival, Convent, LA (Oct 21)
 - Rockin' on the River, Luling, LA (Oct 21)
 - www.LARiverParishes.com/ouevents/ for more events.
- XII. Chairman's Report
- Election of Officers
 - Nomination of River Parishes Tourist Commission Chairman for 2024
 - Approving the nomination of the Commission Chairman for 2024.
 - Nomination of River Parishes Tourist Commission Vice Chairman for 2024
 - Approving the nomination of the Commission Vice Chairman for 2024.
 - Nomination of River Parishes Tourist Commission Secretary/Treasurer for 2024
 - Approving the nomination of the Commission Secretary/Treasurer for 2024.
 - Contracts Committee Report
 - Next Regular Board Meeting – November 16, 2023 @ 5pm
- XIII. Adjourn – *Action*
- Motion to adjourn.