

NATCHEZ CONVENTION PROMOTION COMMISSION

Regular Meeting

Wednesday, March 20, 2019 1:05 pm

Commissioners Present: Katie McCabe, Lance Harris, Helen Smith, Dana Wilson, Lavada Hill, & Barbara Bruce
*Dana Wilson present via telephone.

Commissioners Absent: None

Staff: Jennifer Combs, Lynsey Smith, Stratton Hall, & Katie Ernst

Guests: Walter Tipton, Frances Wallace, & Peyton Cavin

CALL TO ORDER & WELCOME

- Lance Harris called the meeting to order and welcomed everyone.

APPROVE MINUTES

Helen Smith motioned, seconded by Lavada Hill, to approve the minutes from February 28, 2019.

The motion carried unanimously.

FINANCIALS

- Peyton Cavin presented the financials including the payment docket

Katie McCabe motioned, seconded by Lance Harris, to approve the financials and payment docket as presented.

The motion carried unanimously.

- Lance Harris noted for the record that Walter Tipton and Barbara Bruce joined the meeting at 1:09 pm.

NATCHEZ CONVENTION CENTER REPORT

- Walter Tipton presented a report on recent and upcoming conferences and events.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Helen Smith, to go into closed determination for executive session at 1:24 pm.

The motion carried unanimously.

Lance Harris motioned, seconded by Katie McCabe, to go into executive session to discuss personnel at 1:26 pm.

The motion carried unanimously.

Lance Harris motioned, seconded by Helen Smith, to return to regular session at 2:09 pm.

The motion carried unanimously.

OLD BUSINESS

Katie McCabe motioned, seconded by Lavada Hill, to accept and approve the marketing assistance request at TMAC's recommendation of \$4,000 for the 2019 Bishop Gunn Crawfish Boil.

The motion carried unanimously.

Barbara Bruce motioned, seconded by Katie McCabe, to approve the marketing funding request for the Super Retrievers in the amount of \$5,000.

- Dana Wilson recused herself from voting.

The motion carried unanimously.

- Lance Harris noted for the record that the Commission has had discussion on the Human Resources Manual and Jennifer Combs will make adjustments to reflect the City of Natchez's leave policy and will submit for legal review prior to sending for final review by the Commission.

NEW BUSINESS

Katie McCabe motioned, seconded by Lance Harris, to approve the marketing assistance request in the amount of \$3,000 for the 2019 Y'all Means All Natchez event.

- Barbara Bruce abstained from voting.

The motion carried unanimously.

- Katie McCabe noted she is working with Katie Ernst to create a master copy of minutes that will be bound for official record purposes and presented the October 18, 2017 minutes to be amended by changing the footer date from October 20, 2017 to the correct date of October 18, 2017.

Katie McCabe motioned, seconded by Lavada Hill, to amend the footer note on the October 18, 2017 Minutes from October 20, 2017 to October 18, 2017 to accurately reflect the date of the meeting.

The motion carried unanimously.

Lance Harris motioned, seconded by Lavada Hill, to start publishing the Natchez Convention Promotion Commission's Minutes on the website starting with Fiscal Year 2019.

The motion carried unanimously.

Katie McCabe motioned, seconded by Barbara Bruce, to approve the convention services request from the Nurses Association in the amount of \$1,500.

The motion carried unanimously.

DIRECTOR'S REPORT

Lance Harris motioned, seconded by Helen Smith, to approve Lynsey Smith to attend the IPW conference in Anaheim, CA June 2-6, 2019 at an approximate cost of \$2,994.22.

The motion carried unanimously.

- Jennifer Combs discussed the upcoming tourism update she and the staff will be presenting to the Board of Aldermen on Tuesday, April 9, 2019 at 11:00 am and encouraged everyone that can attend to attend.

NEXT MEETING

Wednesday, April 17, 2019

ADJOURN

Katie McCabe motioned, seconded by Lance Harris, to adjourn at 2:40 pm.

The motion carried unanimously.

Attachments: Agenda

Lance Harris, Chairman

ATTEST:

Katie Johnson McCabe, Secretary / Treasurer