



Minutes

**Visit Bastrop
Board Meeting**

**Bastrop Chamber of Commerce
927 Main St.
Bastrop, TX 78602**

Thursday, January 18, 2024 8:30am

The Visit Bastrop Board of Directors convened a meeting on January 18, 2024, at 8:30 a.m. The following voting Board members present (X) = Present, (Z) = Zoom, (A) = Absent:

Kerry Fossler (X)

Irby Morvant (X)

Harrison Wood (X)

Amy Bailey (A)

Dawn Sevcik Guerrero (Z)

Jane Hunt (X)

Shawn Anthea Pletsch (X)

Dr. Kristi Lee (A)

Robert Kraft (X)

Ex officio members: Becki Womble (A), Kathy Danielson (X)

Visit Bastrop Staff and guests: Ashton LaFuente (X), Cherry Kay Abel (X), Megan Garcia (X), Stephanie Doradea (X), Gregg Kronenberger (Z), Councilmember Kevin Plunkett (A), Councilmember Cynthia Meyer (X)

I. CALL TO ORDER – Kerry Fossler

Kerry Fossler called the meeting to order at 8:34 a.m.

II. AROUND THE ROOM FOR STAFF & EX OFFICIO – Kerry Fossler

Ex Officio Board Members and Staff shared their updates.

III. EXECUTIVE SESSION – Kerry Fossler

A motion was made to go into executive session at 8:46 a.m. to discuss retirement plan correction update and review of City's Audit. The motion was seconded and unanimously approved.

A motion was made to move out of executive session at 9:08 a.m. It was seconded and unanimously approved.

IV. CONSENT AGENDA – Kerry Fossler

A motion was made to pull the December Financials out of the consent agenda and move them to the February 15th meeting for presentation by CFO By Design. The motion was seconded and unanimously approved.

A motion was made to approve the consent agenda. The motion was seconded and unanimously approved.

V. MARKETING REPORT – Ashton LaFuente

VI. CONSULTING UPDATE – Ashton LaFuente

VII. EMPLOYEE HANDBOOK REVIEW SUBCOMMITTEE DISCUSSION – Ashton LaFuente

Members: Ashton LaFuente, Shawn Pletsch, plus liaison City Councilmembers Kevin Plunkett and Cynthia Meyer met on January 11, 2024. One recommendation will be to pull the Travel & Debit Card policy out of the Employee Handbook and keep it as a separate policy or contain it within our Financial Policies. They will meet again prior to next board meeting with the subcommittee (plus Dr. Kristi Lee), then meeting with HR consultant prior to bringing revision to board vote.

VIII. FINANCIAL POLICY REVIEW SUBCOMMITTEE DISCUSSION – Ashton LaFuente

Members: Ashton LaFuente, Irby Morvant, Harrison Wood, plus liaison City Councilmembers Kevin Plunkett and Cynthia Meyer met on January 12, 2024. Three recommendations were discussed: 1) eliminate debit cards and move to credit cards, 2) utilize an expense reporting “app” that has mandatory fields to ensure complete documentation at time of data entry , and 3) restrict and/or eliminate alcohol (needs more discussion). They will meet again prior to next board meeting

IX. AROUND THE ROOM FOR BOARD & GUESTS – Kerry Fossler

Board Members and Councilmember Cynthia Meyer shared their updates.

X. ADJOURN

A motion was made to adjourn the meeting of January 18, 2024 at 10:18 a.m.

Minutes recorded by Stephanie Doradea & Kerry Fossler, February 11, 2024