



Minutes

**Visit Bastrop
Board Meeting**

**Bastrop Convention Center
1408 Chestnut Street
Bastrop, Texas 78602**

**Thursday, January 17, 2019
8:30 A.M.**

The Visit Bastrop Board of Directors convened in a regular meeting at Bastrop Convention Center, 1408 Chestnut Street, Bastrop, Texas 78602, on Thursday, January 17, 2019, at 8:30 a.m. Notice of said meeting, giving date, place, and subject thereof having been posted as prescribed in Article 6252-17 V.A.T.C.S., Government Code, Chapter 551, with the following Board members present:

Brenda Abbott
Shawn Anthea-Pletsch
Rick Brackett
Clint Howard

David Jacobs
Naseem Khonsari Nainani
Marcus O'Connor
Kevin Lee Plunkett

Mindy Raymond
Tom Scott
Andy Sexton
Veena Tewani

Ex officio members present: Susan Smith, Lynda Humble, Becki Womble

Guests present: James Medack, Medack & Oltmann; Makenzie Kindt & Sonia Tamez, CFO by Design

Visit Bastrop staff present: Christy Hunn, Ashton LaFuente, Kathryn Whites Lang

I. CALL TO ORDER – Clint Howard

Clint Howard called the meeting to order at 8:34 a.m.

II. INTRODUCTIONS – Clint Howard

Clint Howard introduced new ex officio member Lynda Humble and new staff member Kathryn Whites Lang.

III. APPROVAL OF MINUTES – Consider approval of minutes from November 15, 2018.

Kevin Plunkett moved to approve the November 15, 2018 minutes. Dave Jacobs seconded the motion. The motion passed.

IV. 2017-18 AUDIT REPORT – James Medack

James Medack presented the 2017-18 Visit Bastrop audit report.

- V. REVIEW DECEMBER FINANCIALS – CFO by Design**
Makenzie Kindt presented the December 2018 financial report.
- VI. MARKETING COMMITTEE REPORT – Brenda Abbott**
Brenda Abbott presented HOT Funding application forms.
- VII. EXECUTIVE SESSION**
The Board was called into executive session at 9:00 a.m. to receive and discuss Visit Bastrop's 2018-19 Business Plan, containing confidential and competitive information.
- VIII. REGULAR SESSION – ACTION TO APPROVE 2018-19 VISIT BASTROP BUSINESS PLAN – Clint Howard**
Tom Scott moved to approve the 2018-19 Visit Bastrop Business Plan. **Kevin Plunkett seconded the motion. The motion passed.**
- IX. PRESIDENT'S REPORT (NOVEMBER & DECEMBER) – Susan Smith**
A. Ashton LaFuente presented the marketing and PR sections of the President's Report.
B. Susan Smith presented the sales report section of the President's Report.
C. Ashton LaFuente presented Logo illustrations and video collateral.
- X. VOTE TO ADOPT UPDATED BY-LAWS – Clint Howard**
Kevin Plunkett moved to adopt updated by-laws. **Rick Brackett seconded the motion. The motion passed.**
- XI. VOTE TO ADOPT PERSONNEL POLICIES & PROCEDURES – Clint Howard**
Kevin Plunkett moved to adopt Personnel Policies & Procedures. **Brenda Abbott seconded the motion. The motion passed.**
- XII. BOARD COMMENTS – Clint Howard**
XIII. No board comments.
- XIV. NEXT BOARD MEETING**
The next board meeting date is **February 21, 2019**, Bastrop Convention Center.
- XV. ADJOURN BOARD MEETING**
Tom Scott moved to adjourn the meeting. Kevin Plunkett seconded the motion. The meeting adjourned at 10:05 a.m.