

# MEMORANDUM

To: Board of Directors  
From: Lisa Clary, Vice President of Administration  
Re: Visit Baton Rouge – December Board of Director’s Meeting  
Date: December 8, 2025

---

Please be advised that the December Board of Directors meeting will be held as follows:

Date: Thursday, December 11, 2025  
Time: 12:00 Noon  
Location: Visit Baton Rouge, 359 Third Street

Enclosed you will find the following:

- Notice & Agenda for December 11, 2025, Board Meeting
- Minutes of October 23, 2025, Board Meeting
- Minutes of November 6, 2025, Emergency Board Meeting
- Minutes of November 13, 2025, Finance Committee Meeting
- Minutes of November 19, 2025, Personnel Committee Meeting
- Minutes of December 4, 2025, Nominating Committee Meeting

Please be advised that the Board of Directors may enter executive session to discuss the performance of Jill Kidder, President & CEO.

Please RSVP your attendance to me at 382-3580 or via email at [lisa@visitbatonrouge.com](mailto:lisa@visitbatonrouge.com) to ensure that a quorum is present.

Thank you.

c: Karen Soniat  
Chuck Elkins  
Scott Landry  
Tim Boone

# **VISIT BATON ROUGE**

## **Board Meeting Notice & Agenda**

**December 11, 2025**  
**12:00 Noon**

**Visit Baton Rouge**  
**359 Third Street**

- |       |   |                  |
|-------|---|------------------|
| I.    | Call to Order   | Gary Jupiter     |
| II.   | Opportunity for Public Comment  | Gary Jupiter     |
| III.  | Approval of Meeting Minutes   |                  |
|       | A. Minutes of October 23, 2025, Board Meeting   | Gary Jupiter     |
|       | B. Minutes of November 6, 2025, Emergency Board Meeting   |                  |
|       | C. Minutes of November 13, 2025, Finance Committee Meeting  |                  |
|       | D. Minutes of November 19, 2025, Personnel Committee Meeting  |                  |
|       | E. Minutes of December 4, 2025, Nominating Committee Meeting  |                  |
| IV.   | Treasurer's Report  |                  |
|       | A. Presentation of October Financial Statements   | Danielle Prejean |
|       | B. Discussion/action in connection with 2025 Budget Amendments  |                  |
|       | C. Discussion/action in connection with Accounting & Financial Policies & Procedure Manual  |                  |
| V.    | President's Report  | Jill Kidder      |
| VI.   | Public Hearing in connection with the 2026 Proposed Budget  | Gary Jupiter     |
|       | A. Discussion/action in connection with 2026 Proposed Budget  | Danielle Prejean |
| VII.  | Nominating Committee Report regarding Proposed Slate of Officers for 2026   | Mary Stein       |
| VIII. | Personnel Committee Report  | Rowdy Gaudet     |
|       | A. Discussion/Action in connection with the President & CEO's Employment Agreement, as recommended by the VBR Personnel Committee.  | Scott Landry     |
|       | B. Discussion/Action in connection with the change of the Administrator of the VBR OPEB/Retirement Plan.  | Scott Landry     |
|       | C. Discussion/action in connection with the updated revisions, as recommended by the VBR Personnel Committee, to the Visit Baton Rouge Retired Employee Insurance Benefit Plan. | Scott Landry     |

- D. Discussion/Action in connection with the updated Employee Policy and Procedure Manual, as recommended by the VBR Personnel Committee. Scott Landry
  
- IX. New Business Chuck Elkins
  - A. Discussion/action in connection with proposed contract for Public Relations with Lou Hammond Group.
  - B. Discussion/action in connection with Southern University Scott's Bluff Trail.
  - C. Discussion/action in connection with the transfer of funds from the Louisiana Asset Management Pool to retire/payoff existing debt.
  - D. Discussion/action in connection with proposed contract with Civitas Advisors for the creation and implementation of a TRID.
  - E. Discussion/action in connection with an addendum to the CEA with Patton Productions for the creation of the Film Trail.
  
- X. Old Business
  
- XI. Adjourn