

# MEMORANDUM

To: Claude Reynaud  
Donna Collins-Lewis  
Ben Blackwell

From: Lauralyn Maranto, Vice President of Administration

Re: Personnel Committee Meeting

Date: November 25, 2020

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Please be advised that there will be a Personnel Committee Meeting of Visit Baton Rouge as follows:

**Zoom:**

Phone one-tap: US: (646)558-8656, 94304260624# or (301)715-8592, 94304260624#  
Meeting URL: <https://visitbatonrouge.zoom.us/j/94304260624>  
Meeting ID: 943 0426 0624

**Join by Telephone**

For higher quality, dial a number based on your current location.

Dial:

US: (646) 558-8656 or (301) 715-8592 or (312) 626-6799 or (669) 900-9128 or  
(253) 215-8782 or (346) 248-7799

Meeting ID: 943 0426 0624

Attached you will find a Meeting Notice and Agenda.

Please be advised that the Personnel Committee may enter into executive session to discuss the performance of Paul Arrigo, President & CEO.

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

c: Scott Michelet                      Caitie Burkes  
Kristen Mosbrucker                  Chuck Elkins

# **Visit Baton Rouge**

## **Personnel Committee Meeting Notice & Agenda**

**December 1, 2020**  
**12:00 noon**

**Teleconference**

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|-------|---|----------------|
| I.    | Call to Order   | Claude Reynaud |
| II.   | Opportunity for Public Comment  | Claude Reynaud |
| III.  | Ratification of decision to hold Board Meeting via Teleconference   | Chuck Elkins   |
| IV.   | Discussion/action in connection with Employment Contract and Annual Performance Review of Paul Arrigo, President & CEO  | Chuck Elkins   |
| V.    | Discussion/action in connection with Performance Objectives & Incentive Payment Addendum for January 1, 2021 - December 31, 2021 for Paul Arrigo, President & CEO | Chuck Elkins   |
| VI.   | New Business  |                |
| VII.  | Old Business  |                |
| VIII. | Adjourn   |                |