

Natrona County Travel & Tourism Council

Casper Area Convention & Visitors Bureau

**PUBLIC MEETING MINUTES
TUESDAY, JULY 16, 2019 ~ 11:30 AM
CASPER, WYOMING**

I. CALL TO ORDER

Renee Penton-Jones called the public meeting of the Natrona County Travel & Tourism Council to order Tuesday, July 16, 2019, at 11:33 a.m. at the Casper Area Convention & Visitors Bureau. Roll call determined the presence of a quorum.

II. ROLL CALL

Present: Ken Thoren, Town of Edgerton
Brad Murphy, Town of Bar Nunn
Kevin Hawley, City of Casper
Renee Penton-Jones, Natrona County
Jim Ruble, Town of Evansville
Erik Aune, Town of Mills

Excused: Tiffany Gamble, Natrona County
Shawn Johnson, City of Casper

Also Present: Brook Kaufman, CEO

III. Moved by Mr. Murphy, seconded by Mr. Thoren and carried without dissent to approve the consent agenda as presented. (Exhibit 1)

IV. TREASURER'S REPORT – MS. KAUFMAN

Ms. Kaufman reviewed financial reports and checks for the CACVB and CSA ending June 30, 2019. The board will not be asked to approve the financials until after the annual audit is complete. (Exhibit 2)

OLD BUSINESS

V. ELECTION OF OFFICERS

Ms. Kaufman shared the Nominating Committee's recommended slate of officers for the 2019/2020 fiscal year. The nominations were: Tiffany Gamble, Chair; Erik Aune, Vice Chair; Kevin Hawley, Secretary; and Renee Penton-Jones, Treasurer. There were no additional nominations from the floor. Moved by Mr. Hawley, seconded by Mr. Ruble and carried without dissent to approve the Nominating Committee's recommendation of executive officers for the 2019/2020 fiscal year. (Exhibit 3)

VI. RESOLUTION APPROVING DEPOSITORIES

Moved by Mr. Ruble, seconded by Mr. Aune and carried without dissent to approve First Interstate Bank and Wyoming Government Investment Fund as approved depositories for the Casper Area Convention and Visitors Bureau. (Exhibit 4)

VII. **RESOLUTION APPROVING SIGNATURES**

Moved by Mr. Ruble, seconded by Mr. Murphy and carried without dissent to adopt the resolution approving signatures on checking accounts, vouchers and warrants. The signators are Tiffany Gamble, Erik Aune, Kevin Hawley, Renee Penton-Jones and Brook Kaufman. (Exhibit 5)

VIII. **2019/2020 BUDGET HEARING**

Ms. Kaufman presented the proposed 2019/2020 budget for \$1,723,163.48. Moved by Mr. Ruble, seconded by Mr. Murphy and carried without dissent to approve the 2019/2020 budget as presented. (Exhibit 6)

IX. **BOARD OF DIRECTOR CONFLICT OF INTEREST AGREEMENT**

Ms. Kaufman distributed annual Conflict of Interest Agreements to board members present and will email the document to board members who were absent. Forms were returned by Mrs. Penton-Jones, Mr. Aune, Mr. Hawley, Mr. Thoren, Mr. Ruble and Mr. Murphy. (Exhibit 7)

NEW BUSINESS

I. **2018/2019 ANNUAL AUDIT**

Ms. Kaufman shared that Grooms and Harkins will be onsite the week of August 26th to conduct the 2018/2019 audit. She anticipates no problems.

II. **DNEXT NEXT STEP**

Ms. Kaufman asked the participating board members (Mr. Aune, Mr. Murphy and Mrs. Penton-Jones) to share their take-aways from the DNEXT Round up. Ms. Kaufman distributed a list of priorities to the full board and asked each member to volunteer for one or more categories. Individual groups will meet independently and/or as part of future board meetings to move the following initiatives forward: Tourism Improvement District enabling legislation, Advocacy, Transportation, Residents/Developing Ambassadorship and Staff/Board Development.

III. **STAFF REPORTS**

No questions. (Exhibit 8)

IV. **COMMUNITY ORGANIZATION**

None

V. **COUNCIL COMMENTS**

Mr. Aune asked if anyone knew anything about the Recreational Safety Act. Ms. Kaufman will reach out to Mr. Brown with the Wyoming Lodging and Restaurant Association to inquire.

VI. **PUBLIC COMMENTS – NONE**

VII. **EXECUTIVE SESSION - NONE**

VIII. **NEXT COUNCIL MEETING:** Tuesday, August 27, 2019.

IX. **ADJOURNMENT:** Moved by Mrs. Penton-Jones, seconded by Mr. Hawley and carried without dissent to adjourn the meeting at 1:11pm.



Tiffany Gamble, Chair



Kevin Hawley, Secretary