

Executive Committee Meeting

Minutes

Galena Country Tourism
Wed., April 19, 2023, 3 p.m.

Digital

- I. Call to order - 3pm
- II. Roll call - Raechelle Ahmed, Betsy Achett, Jack Deiter, Merri Sevey and Rose Noble.
- III. Citizen Comments - none
- IV. Old business/Director Concerns - none
- V. New business
 - a. CEO Update - Noble updates the committee on a list of tasks that needed to be completed during a transition period. Items that have been completed are marked in pink and those that are almost done are marked in yellow. The CEO email for business inquiries has been created and will begin receiving emails from April 29th. Accounts and passwords have been saved off and transferred to the new CEO. The banking move is more than halfway through, with new deposits coming through into the First Community Bank account. Updating and organizing files on the server has been completed. A mailing system has been set up to inform stakeholders of the departure and the new email address for the new CEO. The destination development projects are almost done. Marketing contracts for the year have been signed and finalized. The FY24 budget and marketing plan will be presented to the board next week. Noble has communicated with the Illinois Office of Tourism about her departure and will push all contacts to the incoming CEO. The grant will need a new signatory letter to notify the state, which should be received prior to October. Noble is conducting FY23 personnel reviews prior to her leaving, per the committee's recommendation.
- VI. Executive session: Section 2 (c) (1) – Employee hiring, firing, compensation, discipline and performance.
- Deiter motions to enter, Ahmed seconds.
- VII. Adjourn - Meeting adjourns at