

**JOHNSTON COUNTY TOURISM AUTHORITY
BOARD MEETING MINUTES
12 Noon, December 7, 2016
SoDoSoPa Restaurant, Smithfield**

Present: L Daniels, R Childrey, R Capps, E Brame, K Brinson, M Zapp, K Henthorn, R Heilmann
Absent: S Henley, R Andrews, C McLamb
Staff: D Bailey-Taylor, A Phillips, E Dean, A Brame, S Campbell

I. Call to Order – K Brinson, Chairperson

K Brinson called the meeting to order at 1:00 p.m. and stated that a quorum was present. With no corrections, the agenda was adopted. K Brinson also asked for any possible Conflict of Interest concerning the agenda. No conflicts of interest were heard. Brinson stated that he would not vote on the office adhoc committee's recommendation.

K Brinson asked for a motion to accept the November minutes that were previously sent to the board.

E Brame motioned to accept the November minutes as presented. R Capps seconded. Motion passed unanimously.

II. Finances – November Financials - D Bailey-Taylor

Month-to-Date Revenue for November was \$94,527.98. Month-to-Date Operations were \$78,338.8. Net Income for the month was \$16,189.18. Year-to-Date Revenues were \$511,750.12. Year-to-Date Operations were \$403,501.81. Year-to-Date net income was \$108,248.31. The October county revenues were \$90,275.69. Smithfield's October Revenues were \$25,816.30. Selma's October Revenues were \$13,451.98. Kenly's October Revenues were \$2,711.24. Benson's October Revenues were \$1,680.22. Smithfield and Selma did not get revenues deposited before the last day of the month. They will be reflected in next month numbers. Revenues were high overall due to Hurricane Matthew.

III. Executive Committee – K Brinson

The adhoc committee has visited two sites in search of possible long term office space for the bureau. DB Taylor presented a spread sheet with the two options as well as the current office space. The board discussed the options and the pros and cons of each. Based upon the information that was provided, the board stated that it was important that the bureau be as visible as possible to the visitors. A long-term lease would be for five years with an option for five additional years. The adhoc committee recommended option two at Venture Drive.

R Capps motioned that the board move forward with negotiations for the lease at the Venture Drive office site. K Henthorn seconded. Motion passed unanimously, with K Brinson abstaining.

IV. Special Projects – E Brame

No meeting.

V. Marketing Committee – R Andrews

Marketing will meet on Wednesday, December 14 at noon.

VI. Sports Council Committee – DB Taylor

No meeting.

VII. Staff Report - DB Taylor

Due to time restraints, DB Taylor asked that the board read over the staff report and contact her with any questions they might have. DB Taylor shared the new design for the 2017 Visitors Guide with new photography from Chip Henderson on the cover.

VIII. Old Business

None.

IX. New Business

None.

Meeting adjourned at 1:30 PM.

*Respectfully submitted,
Lynn Daniels, Secretary/Treasurer*

**Next Meeting
Johnston County Tourism Authority
Noon, January 4, 2016
Visitors Bureau Administrative Offices
12 Noon**