Present: R Capps, P Boucher, S Henley, R Childrey, C McLamb, R Heilmann, M Mancuso, M Worthington
Absent: C Lane, B Cook, M McDonnell
Staff: D Bailey-Taylor, A Phillips

I.   Call to Order – S Henley, Chairperson

S Henley called the meeting to order at 12:15 pm and stated that a quorum was present.

S Henley presented a Remote Participation Policy for Meetings of the Johnston County Tourism Authority. This policy would allow the board to meet remotely in extreme circumstances. DB Taylor stated that the policy was adopted from Johnston County Government policies. A brief discussion was had about how the when and how the process would be put in place.

R Heilmann motioned to accept the Remote Participation Policy as presented. M Mancuso seconded. Motion passed unanimously.

With no corrections the agenda was adopted. S Henley also asked for any possible Conflict of Interest concerning the agenda. None were heard.

S Henley asked for a motion to accept the March minutes that were previously sent to the board.

R Heilmann motioned to accept the March minutes as presented. R Childrey seconded. Motion passed unanimously.

II.   Resolution of Support - D Bailey-Taylor

D Bailey-Taylor presented two requests for letters of support. Adrian O'Neal, Parks, Greenways and Open Space Coordinator for Johnston County requested a Resolution of Support for Johnston County to apply for funding grants to purchase the Booker Tract in the Cleveland Township for potential use as a public park and county open space.

M Mancuso motioned to the Resolution of Support as presented. P Boucher seconded. Motion passed unanimously.

The town of Smithfield requested a Resolution of Support from the JCVB for a Pedestrian Planning Grant for the revitalization of the downtown area.

R Heilmann motioned to the Resolution of Support as presented. M Worthington seconded. Motion passed unanimously.

III.   Finances – April Financials - D Bailey-Taylor

Month-to-Date Revenue for April was $71,787.96. Month-to-Date Operations were $75,512.10. Net gain for the month was $2,724.14. Year-to-Date Revenues were $1,174,043.72. Year-to-Date Operations were $1,164,238.24. Year-to-Date gain was $9,805.48. The March county revenues were $65,425.36.

Smithfield's March Revenues were $17,361.71. Selma's March Revenues were $6,628.70. Kenly's March Revenues were $2,006.29. Benson's March Revenues were $4,294.40. DB Taylor noted that with Covid-19, expect revenues to continue to drop until visitors began to travel again.

DB Taylor advised the board that the county had revised the P-Card Purchasing Policy and that we would be adhering to the updated policy.

C McLamb asked that the board approve the 2021 Audit Contract.

M Mancuso motioned to approve the 2021 Audit Contract as presented. R Capps seconded. Motion passed unanimously.

IV. FY 20-21 Budget

DB Taylor lead a discussion for a best-case scenario for the FY 20-21 budget including revenue projections and reductions, recommendations for cost-cutting, marketing plan for the next six months, grant programs, and use of reserves. The board had input and discussed current and projected revenues as well as all areas of operation for the next year. DB Taylor noted the budget will be monitored closely each month to watch for revenue trends up or down.

R Capps motioned to approve the 2020-21 Budget as presented. R Childrey seconded. Motion passed unanimously.

V. Staff Update during Covid-19

DB Taylor stated that the staff was currently on a rotation schedule that has two people in the office while the others work from home. S Henley stated that if this was working that it was best to stay with this schedule for now. The board had no objections.

VIII. Old Business

None.

IX. New Business

None.

Meeting adjourned at 1:30pm.

Respectfully submitted,
Scotty Henley, Chairperson

Next Meeting
Johnston County Tourism Authority
June 10, 2020
Visitors Bureau Administrative Offices - 12 Noon