

***PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF THE LAFAYETTE CONVENTION & VISITORS COMMISSION, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD AUGUST 21, 2019***

The Board of Commissioners of the Lafayette Convention & Visitors Commission, State of Louisiana, met in the Lafayette Convention & Visitors Commission boardroom, 1400 NW Evangeline Thruway, Lafayette, LA at 3:15pm.

In attendance were the board of Commissioners as follows: Summer Hvasta, Chair, John O'Meara, Treasurer, Susannah Malbreaux, Buddy Schilling, Amos Batiste and Jimmy Thackston.

Commissioners Roth, Trahan and Williams were absent due to prior commitments.

***GUESTS PRESENT:*** Russell Champagne, CPA, Champagne & Company  
John Williams, Tony, Davoren and Todd Citron, Upper Lafayette

***CALL TO ORDER***

Chair Hvasta called the meeting to order.

***2018 ANNUAL AUDIT REPORT***

Chair Hvasta introduced Russell Champagne, CPA, of Champagne & Company, to present the 2018 LCVC Audit Report. Mr. Champagne reported that LCVC received a favorable audit report. Mr. Champagne then gave an update on the Louisiana Legislative Auditor's Agreed-Upon Procedures for public agencies that took effect on June 2017 and the progress and changes made to the LCVC accounting procedures. Treasurer O'Meara motioned to accept the 2018 Annual Audit Report as presented by Mr. Champagne. Commissioner Thackston seconded the motion. There was no public comment. Motion carried.

***JULY FINANCIAL STATEMENT REPORT***

Mr. Champagne presented the **July 2019** financial statement reports to Commissioners. Commissioner Thackston motioned to approve the **July** financial report as presented by Mr. Champagne. The motion was seconded by Commissioner Malbreaux. There was no public comment. Motion carried.

***DEPARTMENTAL REPORTS***

***TOURISM AND CONVENTION DEPARTMENT REPORTS***

Eugenie Mitchell, Vice-President of Tourism Sales, was absent due hosting a familiarization tour for Gulf South Travel Services. Chief Sales Officer Mike Roebuck gave the Tourism &

Visitors Report on her behalf. Mr. Roebuck reported that Kaylie LeBlanc attended the South Central Motorcoach Association Regional Meeting that was recently held in Montgomery, Alabama and had 14 pre-scheduled appointments. Mr. Roebuck reported that preparations are underway for the Mardi Gras VIP experience for 2020. He also reported that Ms. LeBlanc will be attending the Going on Faith marketplace in September.

### ***CONVENTION DEPARTMENT***

Mr. Roebuck reported that 12 leads were sent to area hotels in the month of **July**, with 4 definite, 14 assists, 13 outside definite and 4 tentative for an economic impact of \$210,310 and a year to date total of \$39 million of economic impact.

Mr. Roebuck reported the notable leads sent out included Louisiana Solid Waste Association 2021 (525 rooms), Opportunity Machine, 2019 (240 rooms), NSA DaNang Association 2021 (440 rooms), and Knights of Columbus 2021 (365 rooms).

Mr. Roebuck also reported on high notes for the month of **July** for the Convention Department that included the USSSA Global World Series, Marucci Baseball World Series, PONY 14U Fastpitch World Series and Louisiana Association of Chiefs of Police.

### ***MINUTES FROM JULY 24, 2019***

Commissioner Malbreaux motioned to accept the **July 2019** minutes as written. The motion was seconded by Commissioner Schilling. There was no public comment. Motion carried.

### ***NEW BUSINESS***

#### ***POSSIBLE TENANT FOR ADMINISTRATIVE OFFICE***

President & CEO Berthelot introduced John Williams, of the Upper Lafayette Foundation and non-profit organization Love of People for musicians, to address the board on his concept for future use of Administrative Offices. Board members discussed the different measures necessary to evaluate how to use the space after the Administrative Office relocates, including a timeline.

#### ***POSSIBLE TENANT FOR WAREHOUSE SPACE IN NEW ADMINISTRATIVE OFFICE BUILDING***

Mr. Berthelot brought up the possibility of Festival International and Downtown Lafayette using the empty space in the warehouse to store some of their moveable property. Commissioner O'Meara motioned to approve Festival International and Downtown Lafayette to use the warehouse for storage, subject to a Cooperative Endeavor Agreement with said tenants. Commissioner Malbreaux seconded the motion. There was no public comment. Motion carried.

***PROPOSED 2020 LCVC BUDGET***

Mr. Berthelot distributed the proposed 2020 LCVC Budget to Commissioners with a letter detailing revenue and expenses. He requested that Commissioners review the proposed budget and contact him before the next board to discuss in more detail. Mr. Berthelot stated that the proposed 2020 LCVC Budget will be presented for adoption at the September 18 board meeting.

***COMMUNICATIONS/MEMBERSHIP/PRESIDENT & CEO'S REPORT***

The Communications Department, Membership Department and President & CEO's report were waived by Commissioners due to time constraints and other commitments by Commissioners.

There was no other business. There was no public comment. Chair Hvasta adjourned the meeting.



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Summer Hvasta  
Chair



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Benjamin J. Berthelot  
President & CEO