

Summary of the proceedings of the Regular Meeting of the Board of Directors of the Lake Charles/ Southwest Louisiana Convention & Visitors Bureau, State of Louisiana, taken at a regular meeting held December 14, 2017 at the bureau, 1205 N. Lakeshore Dr., Lake Charles, LA, at 10:00 a.m.

In attendance were the Board of Directors as follows:

Brant Parish
Samuel Wilkinson
Oliver "Rick" Richard
Michael Dees
Evette Gradney
Brian Levens
Edwina Medearis
Lauren Cooper
Paul Hutchens
Mark Lavergne

Absent: Bob King

Also present was Shelley Johnson, Executive Director, Kyle Edmiston, Assistant Secretary of LOT and Jerry "Sarge" Antoine, Lake Area Adventures.

Approved the agenda for the December 14, 2017 meeting as presented and asked for any public comment.

Approved the minutes from the November 30, 2017 meeting as presented.

Accepted the November 2017 financial reports as submitted.

Approved the recommendations for end of year excess funds.

Approved approve engaging McElroy, Quirk and Burch to perform the Bureau's annual financial audit and the agreed upon procedures audit for 2017.

Approved the Financial Procedure and Internal Control Policies as presented.

Approved the slate of officers as presented by the Nominating Committee for 2018.

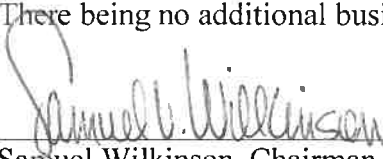
Approved the SWLACVB 2018 Board of Directors Meeting Dates as presented.

Approved a Tourism Development Marketing Grant Application for the City of Sulphur.

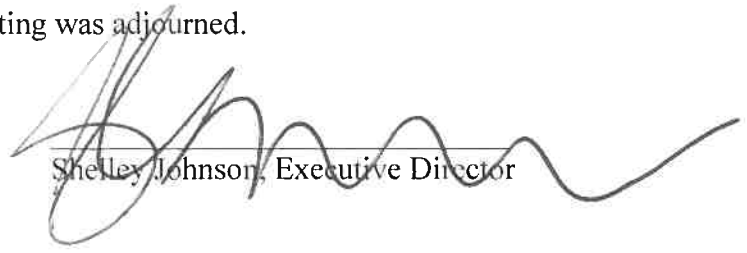
Approved the department reports from the tourist information, advertising, readers' response, film and travel media, convention sales, tour & travel, services and itineraries as presented.

Shelley Johnson introduced Kyle Edmiston as the new CVB Deputy Director, COO.

There being no additional business, the meeting was adjourned.



Samuel Wilkinson, Chairman



Shelley Johnson, Executive Director