



**Newport & Bristol County Convention & Visitors Bureau
DBA Discover Newport
Board of Directors Meeting
Tuesday April 26, 2022
Audrain Auto Museum
222 Bellevue Ave
Newport, RI
12pm**

The meeting was called to order at 12:04pm by T.R. McGrath, Board Chair

BOARD MEMBERS IN ATTENDANCE WERE: Pamela Baldwin, Geremie Callaghan, Keith Chouinard, Gillian Friedman Fox, Christine Francis, Matt Gray, Ann Hof, Charlie Holder, Rocky Kempenaar, TR McGrath, Tom McNiff, Andrew Moore, John Nunes, Missy Varao

BOARD MEMBERS ABSENT & EXCUSED WERE: Karen Binder, Sean O'Connor, Bob Rulli, Dennis Turano

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

STAFF PRESENT WERE: Evan Smith, Tim Walsh, Anna Duffy, Alyson Adkins, Francesca Donlan

Member of the Public: Anika Kimble-Jones, Chief Marketing Officer & Mark Brodeur, Director of Tourism from Commerce RI

- I. **PUBLIC COMMENT:** T.R. McGrath introduced Erin Koons, Director of Sales, and Events for Audrain Hospitality Group. Erin reviewed for the board upcoming events and their eight various venues in Newport County. Erin offered the board a tour of the Auto Museum after the meeting.
- II. **PREVIOUS MEETING MINUTES:**
The previous meeting minutes for April 26th were reviewed by the board. A motion to accept the minutes as amended was made by Andrew Moore and seconded by Charlie Holder. The motion passed unanimously.
- III. **TREASURER'S REPORT:**
 - a) The treasurer's report for March was presented by Geremie Callaghan:
For January bed taxes, the City of Newport was down -26% as compared to budget, Newport County (excluding City of Newport) was down -6% as compared to budget, and Bristol County was up +22% as compared to budget. Total private revenue for the month of March was up +28% as compared to budget, with total revenue down -16% as compared to budget. Total expenses were underbudget by -26%. A motion to approve the treasurers report was made by Andrew Moore and seconded by Charlie Holder. The motion passed unanimously.
 - b) Alyson Adkins, VP of Finance reviewed for the board the need for a vote for Restatement and Amendment for the 401(a) plan. As discussed last month, we are moving the retirement plan from

Voya to Empower. As part of the amended and restated plan, we are naming Great-West Trust Company as the Trustees of the plan instead of having employees be the Trustees of the plan, and we are authorizing the appropriate officers of Discover Newport to execute documents on behalf of the organization. A motion to approve this change was made by Christine Francis and seconded by Charlie Holder. The motion passed unanimously.

V. PRESIDENT’S REPORT:

Evan updated the Board on the following:

- Evan introduced our new Communications Director, Francesca Donlon who was previously at the Lee County Visitor & Convention Bureau in Fort Myers.
- Evan will send the board a link on the RIDOT work on the Pell Bridge. He asked TR McGrath to explain how the 3-year project will impact the Halsey St. neighborhood including traffic redirection. Discussion followed.
- At the May meeting there will be an update of the proposed FY2023 budget. The budget will need to be ratified at our June meeting. Discussion followed.

VI. STAFF/REGIONAL UPDATES:

- Tim Walsh, VP of Sales, updated the Board as follows:
 - The Sales department is hosting two meeting planner FAMS this week. The first is The Health Professions Network (HPN) the attendees consist of planners from the healthcare industries all over the county. The second group is SITE Northeast, this group consist of planners all over the Northeast specializing in incentive travel.
- Francesca Donlan, Communications Director, updated the Board as follows:
 - The first Marketing Meeting since 2020 will be held at 10am on May 18th at Oceancliff.
 - Our public relations firm NJF from New York will be here in June gathering new updates about the destination.

VII. STATEWIDE MARKETING UPDATE:

Both Anika Kimble-Jones, Chief Marketing Officer and Mark Brodeur, Director of Tourism from Commerce RI presented marketing overview for the board including tourism trends, US travel forecast, EDA (Economic Development Administration) Tourism Grant outline and “Get Gilded Giveaway” promotion to coincide with the popularity of the HBO/Warner Brothers Gilded Age series filming in Newport and other locations in RI.

VIII. ADJOURNMENT: A motion to adjourn was made by Rocky Kempenaar and seconded by Charlie Holder. The motion passed unanimously. The meeting adjourned at 1:16pm

**The next Board Meeting will be held:
Tuesday, May 17, 2022
Newport Vineyards
909 East Main Road
Middletown, RI
3:30pm
TBD**