



**Newport & Bristol County Convention & Visitors Bureau  
DBA Discover Newport  
Board of Directors Meeting  
12pm – Tuesday, February 21, 2017  
The Gateway Visitors Center  
23 America's Cup Avenue  
Newport R.I.**

**MEETING MINUTES:**

The meeting was called to order at 12:09pm by Chairman Brewer Rowe

**BOARD MEMBERS IN ATTENDANCE WERE:**

Nancy Blount, Stephan Brigidi, Marco Camacho, John Edick, Matt Gineo, Duncan Maio, TR McGrath, Barbara Pelletier, Brewer Rowe, Frank Sallee, Kathleen Seguin, Nancy Parker Wilson

**BOARD MEMBERS ABSENT & EXCUSED WERE:** Keith Chouinard, Kristine Cox, Matt Plumb, Brad Reed

**BOARD MEMBERS ABSENT & NOT EXCUSED WERE:** Paul Rodrigues

**STAFF PRESENT WERE:** Evan Smith, Kathryn Farrington, Cathy Morrison, Tim Walsh, Alyson Adkins, Anna Duffy

**GUESTS PRESENT WERE:** None

**NOTE:** Rick Peckham resigned from the board leaving the Little Compton board seat open.

**I. PREVIOUS MEETING MINUTES:**

The previous meeting minutes for January 2017 were reviewed by the board. A motion to accept the minutes was made by Marco Camacho and seconded by Matt Gineo. The motion passed unanimously.

**II. PUBLIC COMMENT:** There were no comments from the public.

- **TREASURER'S REPORT:** The treasurer's report for January 2017 was read by Alyson Adkins. City Bed Tax through November, 2016 was up +8.24%, YTD; Regional Bed Tax was up +7.03%, YTD; Bristol Bed Tax was up +13.89%, for a combined YTD Bed Tax, through November, 2016 up +7.98%. Alyson reviewed the revenues and expenses for the month of January 2017. A motion to accept the Treasurer's report for January 2017 was made by Duncan Maio seconded by John Edick. The motion passed unanimously.

**III. COMMITTEE REPORTS:**

**SALES**

- The sales and marketing committee met last week. Kathryn Farrington reported on the Burger Bender Promo "best burger" contest, taking place February 17 through February 26, at participating restaurants throughout Newport and Bristol counties.
- Website listing for businesses must be registered with one of our 9 coastal municipalities to go on the Discover Newport website.

**FACILITIES**

- The facilities committee did not meet. Stephen Brigidi reported that there is an environmental issue which has stalled work by the contractors at the Gateway Center.
- Our lease with the City of Newport is up this May.

**IV. PRESIDENT'S REPORT:**

- Evan Smith informed the board of his 2/15 meeting with RI House Speaker Mattiello and several other reps during the legislative session at the State House to advocate support for the resolution to keep our lodging tax distribution at 47%. The Speaker asked Evan to send him a list of programs we must cut if the state funding is reverted to 42% which is scheduled for July 1<sup>st</sup>. The Airbnb lodging tax distribution of funds formula was also discussed.
- European budget carrier Norwegian Air has confirmed that Providence will become the second of two new bases for trans-Atlantic flights the airline plans to operate with its new Boeing 737 MAX jets. The airline announced plans to start flying from two smaller Northeast airports sometime in mid-2017. They are expecting to bring multiple European routes with fares starting as low as \$69. RIAC is holding a press conference at PVD this Thursday the 23rd.

**V. STAFF REPORTS:**

**MARKETING:**

Kathryn Farrington, Vice President of Marketing updated the board on the status and upcoming events in the Marketing Department. She discussed the Dublin Travel Show, upcoming AAA Travel Marketplace 3/3-3/5 and Newport Restaurant Week 3/27 – 4/7.

**SALES:**

Tim Walsh, Vice President of Sales updated the board on the status and all upcoming events in the Sales Department. Recently, two events in downtown Boston and Greater Boston were most successful. There is a lottery to get into the Financial and Conference Insurance Planners trade annual trade show. We will be participating in the show in the fall of 2017.

**OPERATIONS:**

Cathy Morrison, Vice President of Operations updated the board on the status and upcoming events in Operations including a contingency plan for RIPTA during the construction, Winterfest success due largely to the mild weather had the visitor's center at full capacity. She is meeting with Sgt. Cortez of the Newport Police department regarding the St. Patrick's Day parade on March 11.

**VI. ADJOURNMENT:** The meeting adjourned at 12:55pm.

**The next Board Meeting will be held  
Tuesday, March 21, 2017  
Gateway Visitor's Center  
23 America's Cup Ave.  
Newport, RI  
12pm**