



**Newport & Bristol County Convention & Visitors Bureau
DBA Discover Newport
Board of Directors Meeting
12pm – Tuesday, June 21, 2016
Greenvale Vineyards
582 Wapping Road
Portsmouth, RI**

MEETING MINUTES:

The meeting was called to order at 12:14pm by Vice Chair Karen Oakley

BOARD MEMBERS IN ATTENDANCE WERE:

Stephan Brigidi, Keith Chouinard, John Edick, Matt Gineo, Rocky Kempenaar, , Karen Oakley, Barbara Pelletier, Matt Plumb, Paul Rodrigues, Brewer Rowe, Rusty Sallee, Kathleen Seguin, Nancy Parker Wilson

BOARD MEMBERS ABSENT & EXCUSED WERE: Nancy Blount, Brad Read, Duncan Maio, Rick Peckham, Len Panaggio

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

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

GUESTS PRESENT WERE: Richard Talipsky, Portsmouth Director of Business Development and Rich Rainer, Portsmouth Town Administrator.

NOTE: Our host, Nancy Parker Wilson, owner of Greenvale Vineyards spoke to the board about the history of the Farm House, vineyard and her family's ownership of the 52-acre property, their plans for the future and new products. Nancy offered a tour at the end of the meeting.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for May 2016 were reviewed by the board. A motion to accept the minutes was made by Paul Rodrigues and seconded by Rocky Kempenaar. The motion passed unanimously.

II. PUBLIC COMMENT:

There were no comments from the public.

III. TREASURER'S REPORT:

The treasurer's report for June 2016 was read by Treasurer Brewer Rowe. City Bed Tax through March, 2016 was up +54.16%, YTD; Regional Bed Tax was up +16.79%, YTD; Bristol Bed Tax was down -24.23%, for a combined YTD Bed Tax, through March, 2016 up +41.06%. Brewer reviewed the revenues and expenses for the month of May 2016. A motion to accept the Treasurer's report for May 2016 was made by Stephen Brigidi and seconded by Keith Chouinard. The motion passed unanimously.

IV. COMMITTEE REPORTS:

GOVERNANCE: Kathleen Seguin reported on the following:

- Elections were postponed until the September meeting. Anyone interested in nominations for Chair, Vice Chair, Secretary and Treasurer should contact Kathleen by early August.

FACILITIES: Stephen Brigidi reported on the following:

- The Gateway Center lease has been renewed for 5 years.
- Edible Creations by Gerry, the new vendor in the lobby will begin serving on June 23rd.
- The new lobby furniture has not been delivered yet.
- Hertz Car Rentals is in the process of renovating the space in our lobby for their rental office.

MARKETING: Keith Chouinard reported on the following:

Evan has approached city leaders for support of the TID surcharge on hotel room nights. Home Rule will be the deciding factor.

V. PRESIDENT'S REPORT:

Vice-Chair Karen Oakley spoke on Evan Smith's behalf about meeting the new Commerce RI CEO, Lara Salamano and future plans for the state tourism campaign including the state website, creative/digital buys, branding and marketing for tourism in RI.

VI. STAFF REPORTS:

MARKETING:

Kathryn Farrington, Vice President of Marketing updated the board on the current status and upcoming events in the Marketing Department including media both international and domestic visiting. Andrea hosted journalists from Britain and Germany last week and the responsive result numbers since the website launch 2 months ago are amazing.

SALES:

Tim Walsh, Vice President of Sales updated the board on the current status and all upcoming events in the Sales Department including his trip to Nashville last week and the various locations his staff has been to this past month, Southwest Airlines now flies direct from PVD to Regan International in DC.

OPERATIONS:

Cathy Morrison, Vice President of Operations updated the board on the current status and upcoming events in Operations. Including the Hertz lease and the new coffee cart in the visitor's center lobby. The Discover Newport mini-van is scheduled to be staffed at both the Folk and Jazz festivals to

provide attendees information on the festivals and local attractions. The Bristol visitors' center is no longer in operation. We are going to purchase 4-6 information racks to be placed around Bristol to assist travelers.

VII. UNFINISHED BUSINESS: Kathryn Farrington reviewed the Destination Next workshop assessment tool and the 110 survey results given by Paul Ouimet from Intervistas on May 26th. Discussion followed.

VIII. NEW BUSINESS:

Karen Oakley reviewed for the board a letter received from Twin River asking for our support of the casino development in Tiverton. Discussion followed. A vote on this matter was tabled until the August 16th board meeting.

IX. ADJOURNMENT: The meeting adjourned at 1:06pm.

**The next Board Meeting will be held
Tuesday, August 16, 2016
12pm**