



**Newport & Bristol County Convention & Visitors Bureau
DBA Discover Newport
Board of Directors Meeting
Tuesday, February 19, 2019
Gateway Center
23 America's Cup Ave.
Newport, RI
12pm**

MEETING MINUTES:

The meeting was called to order at 12:06 pm by Chairman Brewer Rowe

BOARD MEMBERS IN ATTENDANCE WERE: Karen Binder, Salvatore Fuccillo, Matt Gineo, Christine Klase, Rick Lombardi, T.R. McGrath, Jean Marie Napolitano, Brewer Rowe, Frank Sallee, Elizabeth Woodhouse, Ryan Yalanis

BOARD MEMBERS ABSENT & EXCUSED WERE: Katie Dickson, John Edick, Rocky Kempenaar, Matt Plumb, Brad Read, Nancy Parker Wilson

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

STAFF PRESENT WERE: Evan Smith, Kathryn Farrington, Tim Walsh, Anna Duffy

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for January 2019 were reviewed by the board. A motion to accept the minutes was made by Matt Gineo and seconded by Jean Marie Napolitano. The motion passed unanimously.

II. PUBLIC COMMENT: No comments from the public

III. TREASURER'S REPORT:

- The treasurer's report for January 2019 was presented by Matt Gineo: For November 2018 bed taxes, the City of Newport was down -30% as compared to budget, Newport County (excluding City of Newport) was down -2% as compared to budget and Bristol County was up +25% as compared to budget. Total private revenue for the month of January was down -16% as compared to budget, with total revenue down -21% compared to budget. Total expenses were underbudget by 9%. Matt reviewed the revenue and expenses for the month of January. Discussion followed. A motion to accept the Treasurer's report for January 2019 was made by TR McGrath and seconded by Brewer Rowe. The motion passed unanimously.
- The finance committee met on 2/13 and recommends two additional sales and marketing opportunities: Focusing on the Spring Market, from April 15th through June 15th. Kathryn Farrington, VP of Marketing went over a TV broadcast schedule for this campaign which will run on NBC affiliates targeting the Connecticut and New York feeder markets. Brewer made a motion to approve this expenditure which approximate cost is expected to be \$150K. Rusty Sallee seconded the motion and it passed unanimously. The second opportunity is participation in the 2020 US Men's Senior Open in their Corporate Hospitality Program for meeting planners, travel writers, hotel GM's and other members of industry. This tournament will be at the Newport Country Club and will be nationally televised. Bruno Sporting Events has been hired by the USGA to organize the event. Discussion followed. Ryan Yalanis and Brewer Rowe recused themselves from this vote. A motion to approve the investment in a corporate suite during the 2020 USGA's Senior Open was made by Rick Lombardi and seconded by Matt Gineo. The motion passed unanimously.

IV. PRESIDENT'S REPORT:

- There is vacancy on the board to fill Kathleen Seguin's seat (lodging properties with under 100 rooms) due to her resignation. Evan asked for nominations to fill the remainder of the term. He reviewed 3 possible candidates. Discussion followed. Brewer Rowe made a motion to appoint Keith Chouinard Dir. of Sales and Marketing at The Chanler to fill the remainder of the term. Jean Marie Napolitano seconded it and the motion passed unanimously.
- Evan went over the Newport Tourism Marketing Management Authority (NTMMA) 14 properties represented and the makeup of the 7 seats appointed by the Discover Newport board of directors and 2 appointed by the City of Newport for a total of 9 board members. Due to GM Alice Bouman leaving the Vanderbilt for a new opportunity in Seattle, a candidate from one the 14 properties expressing interest in filling the vacancy on the NTMMA board will need to be appointed.
- Evan reported on legislative updates and the proposal pending to raise the State lodging and meals tax. Discussion followed on schools of higher education renting dorm rooms solely for educational purposes due to their lodging tax-exempt status.

V. STAFF REPORTS:

MARKETING: Kathryn Farrington, Vice President of Marketing updated the board on the status and upcoming events in the Marketing Department.

SALES: Tim Walsh, Vice President of Sales updated the board on the status and all upcoming events in the Sales Department.

VI. ADJOURNMENT: The meeting adjourned at 1:14pm

**The next Board Meeting will be held
Tuesday, March 19, 2019
Gateway Center
23 America's Cup Ave.
Newport, RI**