

**RECORD OF MINUTES
DARE COUNTY TOURISM BOARD
THURSDAY, JANUARY 17, 2019**

9:00 A.M.

**OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES
MANTEO, NC 27954**

ATTENDING: George Banks, III, Myra Ladd-Bone, Chuck Burdick, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Mike Hogan, Chris Nason, Wally Overman, Bobby Owens, David Pergerson, Jeff Pruitt, Pat Weston, and Jay Wheless, Legal Counsel.

STAFF:

Lee Nettles, Executive Director
Diane Bognich, Director of Administration
Lorrie Love, Tourism Sales and Events Manager
Aaron Tuell, Public Relations Manager
Amy Wood, Clerk to the Board/Administrative Specialist

OTHERS: Jonathan Dail, Johnson, Mizelle, Straub, & Murphy, LLP

The meeting was called to order at 9:01 a.m. The Board then recited the pledge of allegiance, followed by a moment of silence.

OPENING: The Clerk swore in the following Dare County Tourism Board Appointees:

Myra Ladd-Bone, Outer Banks Chamber of Commerce	Chris Nason, Town of Duck
Chuck Burdick, Town of Duck	Bobby Owens, Town of Manteo
Jamie Chisholm, Outer Banks Hotel/Motel Assoc.	Pat Weston, At-Large

ELECTION OF OFFICERS: Jay Wheless, Legal Counsel, presented the Nominating Committee's recommended slate of officers, as follows:

- Chair: Wally Overman
- Vice-Chair: Myra Ladd-Bone
- Secretary: Mike Hogan
- Treasurer: Pat Weston
- Assistant Treasurer: Bambos Charalambous

Legal Counsel then called for nominations from the floor for the positions of Chair, Vice Chair, Secretary, Treasurer, and Assistant Treasurer. Hearing none, nominations were closed. Mr. Fuller moved to approve the slate as presented. Mr. Pergerson seconded. There was no discussion and the motion passed unanimously.

Legal Counsel then turned the meeting over to the Chair.

APPROVAL OF AGENDA: Ms. Ladd-Bone moved to approve the agenda. Ms. Weston seconded. There was no discussion and the motion passed unanimously.

APPROVAL OF MINUTES: Ms. Weston moved to approve the December 18, 2018 meeting minutes. Mr. Charalambous seconded. There was no discussion and the motion passed unanimously.

PUBLIC COMMENTS: There were no public comments made at this time.

FISCAL YEAR 2017-2018 AUDIT PRESENTATION: Jonathan Dail, Johnson, Mizelle, Straub, & Murphy, LLP presented the audit for Fiscal Year 2017-2018. The audit received an unmodified opinion. Following the review, Mr. Fuller moved to receive the audit. Mr. Charalambous seconded. There was no discussion and the motion passed unanimously [audit on file at the Outer Banks Visitors Bureau Administrative Offices].

BUDGET AND FINANCE REPORT: Ms. Weston reviewed the meals and occupancy receipts received. Receipts for fiscal year 2018-2019 are up 3.08% over 2017-2018 actual receipts.

Diane Bognich reviewed the Fiscal Year 2018-2019 Budget Amendment. The General Fund amendment proposes adding \$20,000 to Building Maintenance. The Restricted Fund Amendment establishes an Other Income line item for the PCL Settlement received by the county, and corrects the Natural, Historic, and Cultural grant line item for encumbrances not paid until this fiscal year. Ms. Weston moved to approve the budget amendment as presented. Mr. Banks asked how much the County received from PCL in the settlement. Diane Bognich noted they received \$350,000 which was first used to pay County expenses, then the remainder was divided according to the sales tax, meals and occupancy tax proportional share for the County, Towns and Bureau. Mr. Fuller seconded. There was no discussion and the motion passed unanimously.

OUTER BANKS VISITORS BUREAU UPDATES: Lee Nettles:

- is working with Legal Counsel to execute a contract with Johnson Consulting
- working on an RFP for an online digital agency (online advertising and emails). He noted the RFP was being issued not with the intention of leaving the current agency but to see what other options were available.
- invited the Board to participate in VisitNC 365, Hatteras Island Oyster Roast, and Hatteras Island Waterfowl Festival, and a Group Sales Familiarization Tour Dinner.
- reviewed the inquiry, fulfillment, and visitation numbers

Lorrie Love noted upcoming Group Sales marketplaces. The Chair asked if there was any additional news on the group fee increases at National Park sites. Lorrie Love noted that she will report back after the marketplaces. Ms. Chisholm noted she has had cancellations in her group reservations for Fall 2020. She encouraged Board members to attend the 7th Annual Outer Banks Tourism Summit on May 9th. She also reviewed upcoming events held at The Soundside. Mr. Fuller asked if the site was promoted in the summer. Lee Nettles noted that the Board/Bureau acted as a landlord, not event creator or promoter, but as long as an event met the criteria established by the Board, they could rent the site during the summer.

Aaron Tuell reviewed upcoming appearances on TV morning shows. The first appearance will be on Monday, January 21, 2019 on the Hampton Roads Show. Mr. Pergerson will also appear on that show. He then reviewed recent press coverage of the Outer Banks.

OLD BUSINESS: Ms. Weston moved to enter closed session pursuant to NCGS 143.318.11 (a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property located at 6714 and 6716 S Croatan Hwy, Nags Head, NC 27959 and owned by On Trading Company and Overrun II, LLC, by purchase, option, exchange, or lease as expansion of parking and other use for The Soundside Event Site. Mr. Charalambous seconded. There was no discussion and the motion passed unanimously.

The meeting entered closed session at 10:05 a.m.

The meeting resumed open session at 10:50 a.m. Legal Counsel noted there was no final action taken to report.

NEW BUSINESS: There was no new business before the Board.

BOARD MEMBER COMMENTS: There were no Board member comments.

SET DATE, TIME AND PLACE OF NEXT MEETING: The Board set their 2019 meeting schedule for the third Thursday of the month at 9 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC.

The next meeting will be Thursday, February 21, 2019 at 9:00 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC.

With no further business before the Board, the Chair adjourned the meeting at 10:52 a.m.

ATTESTED:



Secretary, Dare County Tourism Board