

**RECORD OF MINUTES
DARE COUNTY TOURISM BOARD
THURSDAY, OCTOBER 16, 2025
9:00 A.M.
OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES
MANTEO, NC 27954**

ATTENDING: Dennis Robinson, Chairman; David Hines, Vice Chair; Tod Clissold, Treasurer; Tonia Cohen, Secretary; Brenda Chasen, Tess Judge, Wally Overman, Mike Siers, and Jay Wheless, Legal Counsel.

EXCUSED ABSENCE: John Head, Assistant Treasurer; Mark Ballog, Mark Batenic, Terry Gray, and Richard Hess.

STAFF:

Lee Nettles, Executive Director
Diane Bognich, Director of Administration
Amy Wood, Clerk to the Board/Administrative Specialist (Virtual)
Lorrie Love, Tourism Sales and Events Manager
Austin Horner, Tourism Services Coordinator
Aaron Tuell, Public Relations Manager
Anna Leigh Chapman, Public Relations Assistant

OTHERS ATTENDING: Margaret Boshek, Moffatt & Nichol; Andy Garmin, Nags Head Town Manager.

The Chair called the meeting to order at 9:00 a.m. The Board then recited the pledge of allegiance, followed by a moment of silence.

APPROVAL OF AGENDA: Mr. Siers moved to approve the agenda. Second by Ms. Chasen. There was no discussion. The motion passed unanimously (8-0).

APPROVAL OF MINUTES:

- Ms. Chasen moved to approve the meeting minutes from September 18, 2025 meeting. Second by Mr. Overman. There was no discussion. The motion passed unanimously (8-0).
- Mr. Hines moved to approve the meeting minutes from August 28, 2025 meeting. Second by Ms. Chasen. There was no discussion. The motion passed unanimously (8-0).

PUBLIC COMMENTS: There were no public comments made. No written public comments were received.

Lee Nettles introduced Anna Leigh Chapman, Public Relations Assistant, and Austin Horner, Tourism Services Coordinator.

LIVING SHORELINE PRESENTATION: Margaret Boshek updated the Board on past meetings with stakeholders, preliminary plans for the living shoreline, type and size of the materials recommended, and potential future maintenance costs. The Board discussed prevailing winds and how that would impact vegetation, potential grant awards for maintaining the shoreline (Margaret Boshek noted there weren't grants for maintenance but potentially for repairs post storm, landscaping RFP and if the RFPs came in under budget using the remaining funds for maintenance. Mr. Hines asked why the project was being done. Lee Nettles responded that erosion at the shoreline was the driving factor.

The Board discussed the current and future [potential] rate of erosion at the site, if the materials could be modified in case of sea level rise [it can be] but the current plan is based on a 50 year estimate for sea level rise.

Following discussion, Mr. Overman moved to proceed with the living shoreline project engineering and permitting as presented, with the easement process needing future approval, and with the understanding that no funds are required until completed. Second by Mr. Siers There was no further discussion. The motion passed unanimously (8-0).

CHAIRMAN'S REMARKS: The Chair spoke about the ongoing issues with the Buxton beach erosion and Highway 12 issues and the impacts on tourism. Ms. Judge noted that DOT and State Officials have toured the area.

BUDGET AND FINANCE REPORT: Mr. Clissold reviewed the meals and occupancy receipts received. Receipts for fiscal year 2025-2026 were up 1.05 % compared to 2024-2025.

Diane Bognich reviewed the first budget amendment for Fiscal Year 2025-2026. The amendment adjusts for two new employees and sets up a Capital Projects Fund [for the boardwalk]. The General Fund amendment shows an increase to full time salaries for two new employee (one part time position was eliminated) and other payroll expenses. Revenue is from the fund balance over the required 60%.

Ms. Judge moved to approve Fiscal Year 2025-2026 Budget Amendment #1. Second by Ms. Chasen. There was no discussion. The motion passed unanimously (8-0).

OUTER BANKS VISITORS BUREAU UPDATES: Lee Nettles reviewed:

- Blue Room marketing dashboard and visitation at area attractions
- Finalizing the website updates and beginning of revamp of the consumer emails

Jeff Schwartzberg reviewed:

- 3rd Annual Nonprofit Knowledge Series
- 'Promise for the Park' beach clean-up in October
- Inaugural Outer Banks Volunteer Week
- Volunteer Outer Banks Online Portal launch in November 2025

Lorrie Love reported on:

- The 11th Annual Tourism Summit, November 6 in Hatteras Village
- Soundside Event Calendar for the fall

Aaron Tuell reported on:

- Hampton Roads Show appearances
- Filming second round of voluntourism videos
- Recent media coverage
- GoPro content capture was rescheduled to May 2026

Ms. Judge left the meeting at 9:53 a.m.

OLD BUSINESS: There was no old business before the Board.

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

BOARD MEMBER COMMENTS:

- Mr. Clissold noted that early voting was open
- Ms. Chasen announced that the Duck Jazz Fest was cancelled due to weather
- Mr. Siers gave a reminder that the Seafood Festival was on Saturday October 18th and that traffic around the event site would be heavy
- Ms. Cohen welcomed the fall visitors

SET DATE, TIME, AND PLACE OF NEXT MEETING: The next meeting is scheduled for November 20, 2025 at 9:00 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC.

The Chair asked if there was any further business before the Board. Hearing none, the Chair adjourned the meeting at 10:20 a.m.

ATTESTED:


Clerk, Dare County Tourism Board