

**RECORD OF MINUTES  
DARE COUNTY TOURISM BOARD  
THURSDAY, MARCH 18, 2021  
9:00 A.M.  
OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES  
MANTEO, NC 27954**

**ATTENDING:**

**In-Person:** Jeff Pruitt, Chair; Ervin Bateman, Treasurer; Webb Fuller, Secretary; and Leo Holland.

**Via GoToMeeting:** Tim Cafferty, Vice-Chair; Bambos Charalambous, Jamie Chisholm, Karen Loopman-Davis, Donna Peele, and Jay Wheless, Legal Counsel.

**EXCUSED ABSENCE:** Doug Brindley, Ivy Ingram, Monica Thibodeau, Assistant Treasurer, and Bobby Owens.

**STAFF:**

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

**OTHERS ATTENDING:**

**Via GoToMeeting:** Dave Hallac, Superintendent, Outer Banks Group, National Park Service.

**In Person:** Philip Ruckle, *The Coastland Times*.

The meeting was called 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. Holland moved to approve the agenda. Second by Mr. Bateman. There was no discussion.

**Yes:** Ervin Bateman, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Karen Loopman-Davis, Donna Peele, and Jeff Pruitt.

**No:** None. The motion passed unanimously (9-0).

**APPROVAL OF MINUTES:** Mr. Fuller moved to approve the meeting minutes from February 18, 2021 meeting. Second by Mr. Holland. There was no discussion.

**Yes:** Ervin Bateman, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Karen Loopman-Davis, Donna Peele, and Jeff Pruitt.

**No:** None. The motion passed unanimously (9-0).

**PUBLIC COMMENTS:** Superintendent Hallac noted he is scheduled to give a presentation to the Board at their April meeting and asked if the Board had anything in particular they would like to hear in the presentation. He then reviewed visitation at the area National Park Sites. He noted that there would be a limited climbing schedule at Bodie Island Lighthouse this year; however, there would be no climbing at Cape Hatteras Lighthouse this year, and for the foreseeable future, as it was undergoing a complete renovation inside and out. He also updated happenings at the Oregon Inlet Fishing Center and moving more staff from inside positions to outdoor positions to help police the area.

**STEERING COMMITTEE:** The Chair reviewed the fireworks grants requests and recommendations:

- Town of Kill Devil Hills           \$17,500
- Town of Manteo                   \$17,500

Two grant applications were received for 2021 as many of the 2020 grant recipients chose to defer their awards, due to COVID-19, instead of foregoing the award. Mr. Fuller moved to award \$17,500 to both Kill Devil Hills and Manteo. Second by Mr. Bateman. There was no discussion.

**Yes:** Ervin Bateman, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Karen Loopman-Davis, Donna Peele, and Jeff Pruitt.

**No:** None. The motion passed unanimously (9-0).

**BUDGET AND FINANCE REPORT:** Mr. Bateman reviewed the meals and occupancy receipts received. Receipts for fiscal year 2020-2021 are up 13.81% compared to 2019-2020 actual receipts.

**GRANTS AND LOCAL PUBLIC RELATIONS:** Ms. Chisholm reviewed the proposed amendment to the Event Grant Guidelines that would allow the purchase and/or rental of infrastructure related to the event. Mr. Fuller asked who would determine what infrastructure could be purchased instead of rented and if Legal Counsel had reviewed the amendment. Lee Nettles responded that the grant organizer would be the one to determine if they would purchase or rent the infrastructure needed for an event, but the decision whether or not to fund the request remained with the Grants Committee and Tourism Board. Legal Counsel noted that he saw no problem with the amendment.

Mr. Holland moved to approve the amended Event Grant Guidelines. Second by Mr. Bateman. There was no further discussion.

**Yes:** Ervin Bateman, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Karen Loopman-Davis, Donna Peele, and Jeff Pruitt.

**No:** None. The motion passed unanimously (9-0).

**GRANTS AND LOCAL PUBLIC RELATIONS (continued):**

Ms. Chisholm reviewed the Event Grant requests and recommendations. Following review, Mr. Fuller moved to approve the following:

<u>Organization</u>	<u>Event</u>	<u>Recommended Amount</u>
Dare County Arts Council	2021 Surfalorus Film Festival	\$7,500.00
Eastern Surfing Association	2021 ESA Surfing Championship	\$19,000.00
Elizabeth R & Company	OBX History Weekend: Searchers of New Horizons	\$15,000.00
Nags Head Surf Fishing Club	2021 Nags Head Surf Fishing Tournament	\$4,000.00
Outer Banks Conservationists	Island Farm's Pumpkin Patch	\$4,500.00
Outer Banks Sporting Events	2021 TowneBank Outer Banks Marathon	\$18,500.00
	2021 Outer Banks Triathlon	\$9,000.00
Pea Island Preservation Society	Freedmen, Surfmens, Heroes: Wreck of <i>ES Newman</i>	\$3,500.00
Rotary Club of Manteo	2021 Inshore Slam Fishing Tournament	\$1,000.00
Town of Manteo	2021 Dare Day	\$20,000.00
	<i>TOTAL</i>	<i>\$102,000.000</i>

Second by Mr. Holland.

During discussion, Mr. Cafferty asked what would happen if the event did not happen. Lee Nettles stated that the organizers could be reimbursed for portions of expenditures related to the event if they chose to, or they could hold the award until the event could be held. Mr. Fuller asked if there was any language in the guidelines that prohibited using the awards for virtual events. Diane Bognich noted that the grant guidelines state awards cannot be used for virtual events. Mr. Holland asked when organizers received their funds. Mr. Nettles said that the grants were reimbursed upon completion of the accountability paperwork. There was no further discussion.

**Yes:** Ervin Bateman, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Karen Loopman-Davis, Donna Peele, and Jeff Pruitt.

**No:** None. The motion passed unanimously (9-0).

**OUTER BANKS VISITORS BUREAU UPDATES:** Lee Nettles reviewed:

- the Work Remotely/Learn Remotely Social Media give-away promotion and its results
- Inquiry, Fulfillment, and visitation numbers

**OLD BUSINESS:** Lee Nettles noted that the Board had received a contract from the Town of Nags Head regarding the purchase of their share of the event site and the contract was being reviewed by Legal Counsel and staff. He also noted that he planned to invite the Nags Head Town Planner to the April meeting to discuss a combined Conditional Use Permit.

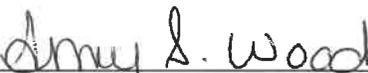
**NEW BUSINESS:** There was no new business before the Board.

**BOARD MEMBER COMMENTS:** Mr. Holland gave kudos to the Dare County Health Department for their hard work.

**SET DATE, TIME AND PLACE OF NEXT MEETING:** The next meeting is scheduled for Thursday, April 15, 2021 at 9:00 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC (virtual and in-person options available).

The Chair asked if there was any further business before the Board. Hearing none, the meeting was adjourned at 10:07 a.m.

**ATTESTED:**

  
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Clerk, Dare County Tourism Board