

**RECORD OF MINUTES  
DARE COUNTY TOURISM BOARD  
THURSDAY, JUNE 18, 2020  
9:00 A.M.  
OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES  
MANTEO, NC 27954**

**ATTENDING:**

**In-Person:** Myra Ladd-Bone, Chair; Tim Cafferty, Leo Holland, Karen Loopman-Davis, and Bobby Owens.

**Via GoToMeeting:** Jeff Pruitt, Vice-Chair; Pat Weston, Treasurer; Ervin Bateman, Assistant Treasurer; Webb Fuller, Secretary; Doug Brindley, Chuck Burdick, Jamie Chisholm, Ivy Ingram, Bobby Owens, and Jay Wheless, Legal Counsel.

**STAFF:**

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

**OTHERS ATTENDING:**

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

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

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. Owens moved to approve the agenda. Second by Mr. Holland. There was no discussion and the motion passed unanimously.

**Yes:** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None. The motion passed unanimously.

**APPROVAL OF MINUTES:** Mr. Burdick moved to approve the meeting minutes from May 21, 2020 meeting. Second by Ms. Weston. There was no discussion and the motion passed unanimously.

**Yes:** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None. The motion passed unanimously.

**PUBLIC COMMENTS:** Superintendent Hallac reviewed gradual openings at the NPS sites in the Outer Banks Group. There were no other public comments made or submitted in writing.

**STEERING COMMITTEE REPORT:** The Chair reviewed the Restricted Fund Grant Extension Request Recommendations. Mr. Fuller moved to grant the following extensions:

- Town of Kitty Hawk, extension to June 30, 2021 for the Kitty Hawk Park Connector Trail Project
- Town of Nags Head, extension to September 30, 2020 for the Nags Head Multi-Use Path, Phase VIII
- Outer Banks Scenic Byways, extension to December 30, 2020 for the Scenic Byways Interpretive Signage

Second by Mr. Cafferty.

**Yes:** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None. The motion passed unanimously.

Lee Nettles discussed the pros and cons of amending the Conditional Use Permit, incorporating the three newly purchased properties [former South Beach Grill, Dairy Queen, and Pamlico Jacks} into the existing Soundside Event Site permit.

Mr. Holland moved to authorize staff and legal counsel to make an application for an amended conditional use permit involving all parcels [The Soundside/Dairy Queen/Pamlico Jacks]. Second by Mr. Owens.

**Yes** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None. The motion passed unanimously.

**BUDGET AND FINANCE REPORT:** Ms. Weston reviewed the meals and occupancy receipts received.

Diane Bognich and Lee Nettles reviewed the Fiscal Year 2020-2021 proposed budget, including a new line item for traffic control during the summer months at the Highway 12 and 158 intersection. The Board discussed how the funds would be administered; what towns would be involved; and how the left turn closures in Southern Shores would impact traffic.

Ms. Weston moved to approve the Fiscal Year 2020-2021 Budget Ordinance with the caveat that staff would work through a payment plan for the traffic control line item. Second by Mr. Burdick.

**Yes:** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None. The motion passed unanimously.

**OUTER BANKS VISITORS BUREAU UPDATES:** Lee Nettles updated the Board on:

- Virtual Tourism Summit
- Local Safety Campaign, which included the production of masks, which will be distributed through the welcome centers
- Inquiry and Fulfillment numbers
- Website Redesign. The redesigned site should launch in August 2020.
- Group Sales and Public Relations efforts in bringing groups and journalists/bloggers into market

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

**NEW BUSINESS:** Mr. Fuller stated the Town of Nags Head Commissioners, at their June 17, 2020 meeting moved to request that the Tourism Board provide masks at locations (i.e. grocery stores, rental companies) that visitors went to and asked that the masks be branded. Lee Nettles reminded the Board that an idea similar to this had been presented to the Steering Committee by staff last month and the Committee felt that it was cost prohibitive, especially since there had not been a request for them, and most visitors were providing their own masks. Lee Nettles noted that the Bureau is still running a local safety campaign throughout the summer as well. The Board took no action on this request.

**BOARD MEMBER COMMENTS:** Mr. Holland noted the new “no left turn” in Southern Shores. Mr. Pruitt thanked the Board for moving forward with the traffic control line item.

**SET DATE, TIME AND PLACE OF NEXT MEETING:** The next meeting is tentatively scheduled for July 16, 2020 at 9:00 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC. [This meeting was cancelled. The next meeting is slated for August 20, 2020.].

Mr. Bateman and Ms. Weston left the meeting at 10:22 a.m.

Mr. Holland moved to adjourn. Second by Mr. Cafferty.

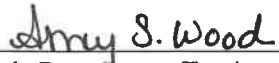
**Yes:** Ervin Bateman, Doug Brindley, Chuck Burdick, Tim Cafferty, Jaime Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Myra Ladd-Bone, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Pat Weston.

**No:** None.

The motion passed unanimously.

The meeting was adjourned at 10:23 a.m.

**ATTESTED:**

  
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Clerk, Dare County Tourism Board