

ST. TAMMANY PARISH TOURIST & CONVENTION COMMISSION
BUDGET MEETING MINUTES
JULY 24, 2023

The **Budget Meeting** was held on Monday, July 24, 2023 at the Tourist Commission office in Mandeville. Chair Marlaine Peachey called the Regular meeting to order at 2:05 PM and opened with an Invocation, followed by the Pledge of Allegiance.

COMMISSIONERS PRESENT

Barry Bagert
Alex Carollo
Katherine Domingue
Marlaine Peachey
Melissa Ruddick

COMMISSIONERS EXCUSED

Patti Elish
Mark Myers

COMMISSIONERS ABSENT

A quorum was present

OTHERS PRESENT

Donna O'Daniels, President & CEO
Devan Richoux, Vice President & SFO
Rae Shipley, Executive Assistant
Thomas Huval, Legal Counsel

APPROVAL OF AGENDA

Marlaine Peachey asked if Board members had looked over the Agenda and approved. Alex Carollo made **A MOTION** to approve the agenda and Barry Bagert seconded. **The Motion** carried.

OLD BUSINESS

UPDATE | DISCUSSION OF BUILDING PROJECT AND PROPOSED AMENDED BUDGET FOR YEAR-ENDING DECEMBER 31, 2023

Donna O'Daniels and Devan Richoux have spoken with Mike Piazza, the architect. He needs to put additional specifications in the plans in order to be able to send it out for bid. These additional specs are items such as light fixtures. He plans to submit this information in the next few weeks. The only change to the budget will be to add \$300,000 to the "Capital Outlay" line item. It can only go out for bid if the budget is amended.

ADJOURNMENT

A MOTION to adjourn the budget discussion was made by Alex Carollo. Barry Bagert seconded, and **The Motion** carried.

Minutes Respectfully Submitted,

Rae Shipley
Recording Secretary

Marlaine Peachey
Chairman

ST. TAMMANY PARISH TOURIST & CONVENTION COMMISSION
SPECIAL MEETING MINUTES
JULY 24, 2023

A **Special Board Meeting** convened on Monday, July 24, 2023 at the Tourist Commission office in Mandeville, Chair Marlaine Peachey called the Special meeting to order following a Budget discussion.

A ROLL CALL WAS TAKEN AS FOLLOWS

COMMISSIONERS PRESENT

Barry Bagert
Alex Carollo
Katherine Domingue,
Marlaine Peachey
Melissa Ruddick.

COMMISSIONERS EXCUSED

Patti Elish
Mark Myers

COMMISSIONERS ABSENT

A quorum was present

OTHERS PRESENT

Donna O’Daniels, President & CEO
Devan Richoux, Vice President & SFO
Rae Shipley, Executive Assistant
Thomas Huval, Legal Counsel

NEW BUSINESS

RESOLUTION TO AMEND BUDGET FOR YEAR-ENDING DECEMBER 31, 2023

A Resolution to amend the budget for year-ending December 31, 2023 was presented by Marlaine Peachey, adding the aforementioned Three hundred thousand dollars to “Capital Outlay.” Barry Bagert made **A MOTION** to adopt the Resolution and Katie Domingue seconded. **The Motion** passed with a roll call vote.

NEXT MEETING

The next meeting was scheduled to be held on Tuesday, August 29, 2023 at 2:00 PM but August 29 is the start of the Louisiana Travel Association (LOT) Travel Summit, Donna O’Daniels explained. We would like to move the next Regular Board of Commissioners meeting up a day, to Monday, August 28, or whatever works best for the members. Melissa Ruddick made **A MOTION** to approve the change and Katherine Domingue seconded. **The Motion** carried.

ADJOURN

Barry Bagert made **A MOTION** to adjourn, and Katherine Domingue seconded. **The Motion** carried and the meeting adjourned.

Minutes Respectfully Submitted,

Rae Shipley
Recording Secretary

Marlaine Peachey
Chairman

**RESOLUTION NO: 0724-2023-001
TO AMEND BUDGET FOR YEAR ENDING DECEMBER 31, 2023**

WHEREAS, St. Tammany Parish Tourist and Convention Commission of St. Tammany Parish, Louisiana, has prepared a proposed amended budget for the year ending December 31, 2023, in compliance with Louisiana Revised Statute 39:1301 - R.S. 39:1315 and;

WHEREAS, The Board of Commissioners of St. Tammany Parish Tourist and Convention Commission held a public hearing on July 24, 2023, at 2:00 P.M., regarding the proposed budget as required by Louisiana Revised Statute 39:1301 - R.S.39:1315 (as applicable) and;

WHEREAS, St. Tammany Parish Tourist and Convention Commission's Chief Executive Officer has the authority to make changes within various budget classifications without approval of the governing authority.

WHEREAS, it has been determined that renovations and repairs are needed to the Commission's headquarters.

WHEREAS, the CEO has advised the commissioners that an amendment is required to budget the estimated costs of the renovations/repairs.

WHEREAS, the proposed amendment to the budget was published at least ten days before the meeting.

NOW THEREFORE, BE IT RESOLVED: THE BOARD OF COMMISSIONERS OF THE ST. TAMMANY PARISH TOURIST AND CONVENTION COMMISSION APPROVES THE AMENDED BUDGET FOR THE YEAR ENDING DECEMBER 31, 2023, AS FOLLOWS:

**Schedule of Budgeted Revenues and
Expenditures - Governmental Fund Type**

	Original Budget	Amended Budget	% Change
Revenues:			
St. Tammany Parish Hotel Tax	\$1,800,000	\$1,800,000	0%
State Hotel Tax Appropriation	\$700,000	\$700,000	0%
LA Tourism Revival Monies	\$600,000	\$600,000	0%
Other Income	\$95,000	\$95,000	0%
Total Revenues	\$3,195,000	\$3,195,000	0%
Expenditures:	\$3,179,135	\$3,479,135	9%
Excess (deficiency) of revenues			



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MOVED FOR ADOPTION BY B. Bagert SECONDED BY K. Domingue.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON AS FOLLOWS:

YEAS: 5

NAYS: 0

ABSTAIN: 0

ABSENT: 2

THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THE 24th OF July 2023, AT A REGULAR MEETING OF THE ST. TAMMANY PARISH TOURIST AND CONVENTION COMMISSION, A QUORUM OF THE MEMBERS BEING PRESENT.

S / *Marlaine Peachey*

MARLAINE PEACHEY, CHAIRMAN
ST. TAMMANY PARISH TOURIST
AND CONVENTION COMMISSION

S / *Alex Carollo*

ALEX CAROLLO, SEC / TREASURER
ST. TAMMANY PARISH TOURIST
AND CONVENTION COMMISSION



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