

Chairman Mark Myers called the **Regular Board of Commissioners** meeting to order on Tuesday, February 26, 2019 at 2:05 p.m. at the Harbor Center, 100 Harbor Center Boulevard, Slidell, LA 70461. He congratulated Robert Cook on his reappointment to the Board and welcomed new Commissioner Patti Ellish.

COMMISSIONERS PRESENT

Robert Cook
Bonnie Eades
Patti Ellish
Mark Myers
Marlaine Peachey
T. J. Smith, Jr.

COMMISSIONERS EXCUSED

COMMISSIONERS ABSENT

A quorum was present

APPROVAL OF MINUTES

A MOTION was made by T. J. Smith, and seconded by Bonnie Eades, to approve the December 18, 2018 Regular Meeting minutes as written. **The Motion** carried.

TREASURER'S REPORT

Treasurer Bonnie Eades presented the Treasurer's Report for December 2018 and January 2019. T. J. Smith made **A MOTION** to file the Treasurer's Report for audit as presented. Robert Cook seconded, and **The Motion** carried.

At this point in the meeting, Chairman Mark Myers asked if item number 7 under Old Business could be moved up to precede the Staff Report, as Commission Counsel may have to excuse himself from the meeting. T. J. Smith made **A MOTION** to move item number 7 up to the number 6 slot. Bonnie Eades seconded, and **The Motion** carried.

OLD BUSINESS

► **ADOPTION OF BOARD OF DIRECTORS POLICY MANUAL (RESOLUTION) (TABLED AT 4-26-2018, 6-26-2018, 8-28-2018 AND 10-30-2018 MEETINGS)**

- Item IIIA, says that by March 15 of each year, the Executive Committee will evaluate and personally review the President and CEO's performance. Patti Ellish said she would like to amend that item to add that the Executive Committee will seek input from the full board and evaluate the President and CEO and made **A MOTION** to amend item IIIA. Robert Cook seconded, and **The Motion** carried.
- Also on page 4, item IIC, "Assure Adequate Funding" Patti feels that as commissioners, it is more about fiscal responsibility for financial oversight. Ms. Ellish made **A MOTION** to amend item IIC to reflect that the board "assists the staff in assuring the available funding is properly allocated to perform the work that has been scheduled for the year," and to change the heading to "Financial Oversight." Marlaine Peachey seconded and **The Motion** carried.
- Page 4, Item III "Lines of Authority" has to do with the language saying "Board members shall not discuss personnel or administrative matters with individual staff members," with the exception of certain designated items that are allowed to be discussed, such as fraud or harassment. Patti Ellish made **A MOTION** to accept the section as modified. Robert Cook seconded, and **The Motion** carried.
- The last section discussed was on Page 7, under VI item D "Ethics, Policies and Procedures." Marlaine Peachey made **A MOTION** to accept this section with changes made that include the addition of Sexual Harassment policy and training.
- Chairman Mark Myers then asked for a motion to accept the manual as amended. T. J. Smith made **A MOTION** to accept the Board of Directors Policy Manual as amended. Marlaine Peachey seconded and **The Motion** carried.

STAFF REPORT

- Donna O'Daniels, President and CEO. Christina Cooper, Manager of Marketing and P.R., and Zondra Jones, Senior Sales Manager, presented their staff reports.

NEW BUSINESS

► BANK SIGNING RESOLUTION

Checks up to the amount of \$3,500 and all Payroll Tax Deposits require only one signature, that of the CEO & President; checks over \$3,500 must have two signatures, that of the CEO & President and also one of the authorized board officers as designated. To reflect the new board officers, elected in December for 2019/2020, a signature resolution is required. Patti Ellish made **A MOTION** to adopt the Resolution for Hancock Whitney Bank signing authority, with a correction of a typo, and it was seconded by T. J. Smith. **The Motion** passed unanimously, with a unanimous roll call taken.

► LA BOARD OF ETHICS PERSONAL FINANCIAL DISCLOSURE FOR CALENDAR YEAR 2018

The commissioners were reminded that the Tier 2.1 Personal Financial Disclosure Reports for calendar year 2018 are due May 15.

► LA BOARD OF ETHICS GOVERNMENTAL ETHICS TRAINING COURSE

Commissioners and staff are also reminded they must take an online video Governmental Ethics Training Course. They are asked to please print the certificate of completion for the files.

► PREVENTING SEXUAL HARASSMENT TRAINING

Staff and commissioners must take a video course that is offered by Louisiana State Civil Service. There are two versions, "Supervisor" and "Non-Supervisor." Board members must take the Non-Supervisor course. Executive Committee members are required to take both. Again, please print the certificate of completion for the files.

AUXILIARY AGENDA

-None

► COMMISSIONER COMMENTS

-T. J. Smith said we have had extensive and productive communications and marketing efforts and the results can be measured by what we see at the bottom-line each year. He would like to see how we are being approached by the Regional Partnership Board and others that are looking to partner with us on some marketing issues.

- Patti Ellish gave thanks for the opportunity to participate on this board, She met with Donna and received information from her to help her be a productive member at her first meeting. She also said she is also curious about the partnerships, not only on the Northshore but the south shore as well.

- Robert Cook said he learned much in his first year on the board and is happy to be back for a second term.

- T. J. Smith thanked the staff for the excellent job they do to continuously keep our Tourist Commission recognized as one of the premiere tourism commissions in the state, the region and nationally. He said the time he has served on this board has given him a better appreciation of what staff does on a day-to-day basis and to keep up the good work.

- Bonnie Eades seconded T. J.'s comments regarding staff. She thinks it would be a good idea to have Chris Masingill, CEO of St. Tammany Corporation speak to the board. T. J. said it would be a good to hear his presentation.

- Marlaine Peachey said at the last meeting, Alia Casborne' talked about a walking tour of Mandeville. There is now one in place where you can scan with your phone and it will tell you the history of what you are seeing.

- Mark Myers said the board meeting is taking place in what becomes the Lobby Lounge, where it is transformed into a music venue similar to the Foundation Room above the House of Blues, and features nationally touring acts.

► **GUEST COMMENTS**

- Kathy Foley said hosted a regional twirling competition in January with 500 girls participating from four states. They have Woofstock taking place, which is sponsored by the Northshore Humane Society, on March 24, There is a Christian group, St. Paul, coming in March that has sold all of their 1,500 tickets.
- Valerie Waeltz said the first quarter has been busy. They will host the Northshore Spring Forward Job Fair on April 4th and the Bayou Bark Fest in April. Fragnappe is back on March 10 as is Beyond the Stars for three days of fashion.
- Timothy Bush is the CEO of the Lafourche Parish CVB and said Donna is an excellent director.
- Adam Turni said he has succeeded Darrius Gray as President of Northshore Lodging Association. They hope to have a nominee for a new tourism commissioner soon to represent the group on this board.
- Susie Welch said she would like to see more participation by the board in the eastern portion of the parish. Mark said the board is geographically positioned by statute and that his focus is more on the east because he resides there and he will work with staff and CEO to make sure both sides are heard.

NEXT MEETING

The next Regular Board of Commissioners meeting will be held on Tuesday, April 23, 2019, at the Tourist Commission Office in Mandeville. It will be preceded by a Budget Public Hearing which will commence at 2:00 PM.

ADJOURNMENT

Bonnie Eades made **A MOTION** to adjourn. T. J. Smith seconded, and the meeting adjourned at 3:35 PM.

Minutes Respectfully Submitted,

S / Rae Shipley

Rae Shipley
Recording Secretary

S / Mark A. Myers

Mark A. Myers
Chairman