



**Williamsburg Tourism Council Annual Meeting Agenda**

Busch Gardens – Training Center

1 Busch Gardens Blvd.

Williamsburg, VA 23185

November 18, 2025 – 12:30 - 2 p.m.

| <b>Agenda Items</b> |   |   |
|---------------------|---|---|
| <b>I.</b>           | <b>Call to Order / Roll Call</b>  | <b>Ruth Larson</b>  |
| <b>II.</b>          | <b>Public Comment</b>   | <b>Ruth Larson</b>  |
| <b>III.</b>         | <b>Roundtable Discussion</b>  | <b>Ruth Larson</b>  |
| <b>IV.</b>          | <b>Minutes</b><br>a. <u>Action Item</u> : Approve September 16, 2025, Meeting Minutes (pgs. 3-9)  | <b>Ruth Larson</b>  |
| <b>V.</b>           | <b>Chair Report</b><br>a. <u>Action Item</u> : Updated Policy on Electronic Participation at Meetings from Remote Locations (pgs. 10-15)<br>b. Next Meeting, January 20, 2025 | <b>Ruth Larson</b>  |
| <b>VI.</b>          | <b>Treasurer’s Report</b><br>a. Financials (pgs. 16-20)   | <b>Mayor Doug Pons</b>                                    |
| <b>VII.</b>         | <b>CEO Report</b>   | <b>Ed Harris</b>  |
| <b>VIII.</b>        | <b>Sales Update</b>   | <b>Greg Kavanagh<br/>Brittany Alger<br/>Morgan Cordle</b> |
| <b>IX.</b>          | <b>New Business</b>   | <b>Ruth Larson</b>  |
| <b>X.</b>           | <b>Old Business</b>   | <b>Ruth Larson</b>  |
| <b>XI.</b>          | <b>Adjournment</b>  | <b>Ruth Larson</b>  |

**Upcoming Meeting:**

WTC Board Meeting                      January 20, 2025