**MEMORANDUM**

To: Board of Directors

From: Lauralyn Maranto, Vice President of Administration

Re: Board Meeting - Visit Baton Rouge

Date: September 15, 2021

Please be advised that the September Board of Directors meeting will be held as follows:

Date: Thursday, September 23, 2021

Time: 12:00 Noon (lunch included)

Location: **Main Library, 7711 Goodwood Blvd., Baton Rouge, LA 70806**

Enclosed you will find the following:

* Notice & Agenda for September 23, 2021 Board Meeting
* Minutes of the August 26, 2021 Board Meeting

Please RSVP your attendance to me at 382-3580 or via email at lauralyn@visitbatonrouge.com in order to ensure that a quorum is present.

Thank you.

c: Chuck Elkins

 Caitie Burkes

Kristen Mosbrucker

**VISIT BATON ROUGE**

**Board Meeting Notice & Agenda**

**September 23, 2021 Main Library**

**12:00 Noon 7711 Goodwood Blvd.**

I. Call to Order Scott Michelet

II. Opportunity for Public Comment Scott Michelet

III. Approval of August 26, 2021 Minutes Scott Michelet

IV. Annual training on the Prevention of Sexual Harassment Video Issued by State

 La. R.S. 42:341-345 of Louisiana

V. Adjourn