**CVBD Board of Directors**

**Meeting Minutes**

**March 29, 2018**

Members Present: Nancy Musselwhite, Kathy Brandt, Ricardo Gonzalo, Bill Grant, Doug McKendrick, Alicia Wiley, Bill Baker, Charlie Augello, Sharon Kilmartin

Others Present: Katie Williams, Brooks Binder, Ann Hanlon

Vice-Chair Alicia Wiley led the meeting in absence of Jason Caughron, Chair.

Alicia called the meeting to order at 11:44 a.m.

**Minutes**

* The Board reviewed minutes from the October 12, 2017 Board of Directors Meeting and the December 12, 2017 Board of Directors Conference Call. Upon motion duly made and seconded, the minutes were unanimously passed.

**Committee Reports:**

Executive:

* Alicia Wiley led the group in a conversation about the status of the market. She reviewed the STR report and the board engaged in conversation about market performance year-to-date.

Personnel:

* Katie Williams reported there are no current personnel updates.

Financials:

* Bill Baker presented the 2017 financials.

**PCID Report:**

* Ann Hanlon presented an update from the PCID’s regarding projects and transportation imporvements.
* The board engaged in discussion following Ann’s presentation.

**Director’s Report:**

* Kimberly Franz, Marketing Director, presented the 2018 marketing report.

**Old Business:**

Office Relocation:

* Katie reported that there is still no update on the potential office relocation. She will continue to keep the board updated on information as it is received.

2018 Nominating Committee:

* The 2018 slate of officers and expiring director terms were presented by the nominating committee. Upon duly motioned and seconded, the slate was passed unanimously.

**New Business:**

Knowland Insight:

* Katie presented a proposal to the board for a subscription to Knowland Insight, a readerboard service that provides daily information about meetings and groups for sales prospecting. Katie explained that the initial 2018 budget did not include a line item for the service, but it will add significant value to the sales team’s planning and strategic initiatives.
* After review and discussion, Bill Grant made a motion to approve the proposal of $9,000 for an annual subscription. The motion was seconded by Nancy Musselwhite and passed unamiously by the board.

The meeting adjourned at 1:10 p.m.