

CITY OF GROVE  
CONVENTION AND TOURISM BUREAU  
MINUTES  
REGULAR MEETING  
JULY 22, 2015

City Clerk Bonnie Buzzard administered the Oath of Office to Hitesh Patel, and Brad Wisdom.

Jim Corbridge, Chairman, called the meeting to order. Members present were Amelia Chamberlain, John Wells, Hitesh Patel, and Brad Wisdom. Also in attendance were Bill Keefer, City Manager and Debbie Bottoroff, Assistant City Manager.

There were no public comments.

Corbridge opened the floor for discussion in respect to the approval of minutes of the June 10, 2015 Regular Meeting. Chamberlain made a motion seconded by Wells to approve the minutes. 5 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to adopting by-laws for the Convention and Tourism Bureau. After much discussion the following amendments were made to the By-laws:

- 4-4 The Bureau members shall be appointed by the Mayor, subject to a majority vote of the City Council. At no time shall more than one (1) representative of the same Hotel ~~Industry~~ or the same Tourist Attraction be appointed to serve as a member of the Bureau.
  
- 5-1 Officers of the Bureau shall consist of a chairperson, vice chairperson and secretary. The chairperson, vice chairperson and secretary shall be elected by the membership of the Bureau. ~~The secretary shall serve at the request of the Bureau and shall be the City Clerk of the City of Grove.~~ Staff will provide administrative support.
  
- 5-2. Nomination of officers shall be made ~~from the floor~~ by the members of the Bureau at the first regular meeting of January each year. Election of officers shall follow immediately. A candidate receiving a majority vote of the entire membership shall be declared elected.
  
- 6-3 *The secretary shall:*
  - ✓ Perform duties delegated.
  - ✓ ~~Record attendance at all meetings;~~
  - ✓ ~~Record and retain the minutes of the meetings;~~

- ~~✓ Notify all members of all meetings;~~
- ~~✓ Maintain a file of all official Commission records and reports;~~
- ~~✓ Give notice and be responsible for publishing public notices of all Bureau meetings;~~

7-2 The Bureau shall schedule Regular Meetings at 2:00 p.m. on the fourth Thursday of each month excluding National Holidays, said meetings will be held only when necessary to conduct pending or upcoming business. The Bureau is subject to Special Meetings at the call of the Chairman as needed.

Wells made a motion, seconded by Wisdom to approve the By-Laws for the Bureau with the amendments. 5 AYE, 0 NAY, Motion carried.

After discussion of numerous ideas the Bureau would like to accomplish, Keefer suggested a Work Session be held. At the work session the members would be able to brain storm and prioritize measurable goals to accomplish. Keefer asked the members to begin thinking of ideas they may have for the work session and writing them down. Corbridge suggested members e-mail their ideas to Keefer and he will compile a list of the ideas to present at the work session.

After much discussion Wells made a motion seconded by Wisdom to schedule a work session following the Regular Meeting on August 27 at 2 p.m. 5 AYE, 0 NAY, Motion carried.

During Staff and Board Reports, Corbridge asked how the Council will be updated on the action of the Bureau? Keefer suggested after the work session is complete and the members have established goals, Corbridge would make a presentation to the Council updating them on the status of the Bureau's action.

Wells advised the members that Grand Lake Association hired Ted Allison as the Executive Director. Allison is a long-time resident of Grand Lake and is excited to be here; Wells offered copies of his resume to the members.

Wells advised the Big Bass Bash fishing tournament held the past weekend was a successful event, he added the GLOC Performance Boat race was also successful. Wells told the members, the Big Bass Bash event will continue to be held on Grand Lake twice a year, and the GLOC Performance Boat Race will hold its second annual event on Grand Lake next year. He suggested the Bureau assist in supporting both of these events.

Wells requested copies of the other Bureau member's resumes, so he could get to know each of them and their backgrounds; he offered to share his resume with the other members as well. Keefer offered to make copies of each of the member's application submitted to Council for consideration to be appointed to the CTB.

Wisdom made a motion seconded by Chamberlain to adjourn. 5 AYE, 0 NAY, Motion carried and meeting was adjourned at 3:04 p.m.