

CITY OF GROVE
CONVENTION AND TOURISM BOARD
SPECIAL MEETING
MINUTES
DECEMBER 8, 2016

The special meeting of the Convention and Tourism Bureau (CTB) was called to order by Chairman Jim Corbridge. Members present were Amelia Chamberlain, Hitesh Patel and Brad Wisdom. John Wells was absent. Also in attendance was Bill Keefer, City Manager and Brent Malone, CTB Executive Director.

Corbridge opened the floor for discussion in respect to the approval of the minutes from the October 27, 2016 regular meeting. Chamberlain made the motion and seconded by Wisdom to approve the minutes. 4 AYE, 0 NAY, motion carried.

Corbridge opened the floor for discussion in respect to the monthly financial reports. Wisdom made the motion seconded by Chamberlain to approve the monthly financial reports as presented. 4 AYE, 0 NAY, motion carried.

Corbridge opened the floor for discussion in respect to approval of the annual Notice of Posting for the 2017 regularly scheduled meetings of the Convention and Tourism Bureau. It was noted that the regularly scheduled meeting for November will again fall on Thanksgiving. The Board will need to address that next fall. Wisdom made the motion seconded by Corbridge to approve the annual Notice of Posting for the 2017 Regularly Scheduled Meetings of the CTB. 4 AYE, 0 NAY, motion carried.

Corbridge opened the floor for discussion in respect to the 2017 Grant Application review process. Copies of the applications were distributed to the board members. The grant scoring table was reviewed and discussed with the reminder that the scoring sheet was to be returned to Debbie Bottoroff by January 9th in order to tabulate them for consideration at the January 26th meeting. Doug Drown representing GLA was present and inquired about their grant application. It was noted that the application was submitted after the deadline. There was a consensus of the Board that the CTB would not consider the application as it was submitted late and it would set a precedent for other applications. It was noted that GLA should look into an application for a CTB sponsorship that would cover all of their events. Mr. Drown indicated that he check into it. No Action was taken on this agenda item.

Corbridge opened the floor for discussion in respect to the implementation of a Membership Program for the CTB. Discussion ensued with questions regarding what type of businesses would be considered for memberships; what are the benefits of a membership; and what would be the membership fees. Staff was requested to bring back additional information on a Membership Program for review at a future meeting.

The Executive Director and City Manager provided an update on various activities and projects.

There were no Board Reports.

Motion was made by Chamberlain and seconded by Wisdom to adjourn. 4 AYE, 0 NAY, motion carried.