

CITY OF GROVE
CONVENTION AND TOURISM BUREAU
MINUTES
REGULAR RE-SCHEDULED MEETING
MAY 25, 2017

(Due to conflicting GMSA and City Council meetings, the CTB meeting was re-scheduled from 2 p.m. in Room 5 to 9:30 a.m. in Room 4).

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

No Public Comments.

Corbridge opened the floor for discussion in respect to the approval of minutes of the April 27, 2017 Regular Meeting. Wisdom made a motion seconded by Chamberlain to approve the minutes as presented. 5 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to the monthly financial reports. Keefer advised members the Hotel Tax revenue had a slight decrease over this time last year, but expects it to exceed the projected revenues for the 2016-17 budget year. Chamberlain made a motion seconded by Wells to approve the monthly Financial Report. 5 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to Sponsorship applications received. Bottoroff advised members Southern Drag Boat Association requested \$7,500 and American Heritage Music Festivals, Inc. requested \$2,500. The member scoring sheets were provided showing the average of the amount recommended for each event. Chamberlain made a motion seconded by Wells to award the Southern Drag Boat Association a sponsorship in the amount of \$3,600, 5 AYE, 0 NAY, Motion carried. Wisdom made a motion seconded by Chamberlain to award American Heritage Music Festivals, Inc. a sponsorship in the amount of \$1,900, 5 AYE, 0 NAY, Motion carried. Wisdom suggested the sponsorship recipients include copies of advertisement of their event showing the CTB logo with their Follow-up Report.

Corbridge opened the floor for discussion in respect to implementation of a Membership Program to the Convention Tourism Bureau (CTB). Malone provided information he and Wisdom had created regarding the Membership Program. He recommends the program be identified as a Partnership instead of a Membership, "I think this will be more attractive to the participants." Wisdom advised the program will increase the room count and attract events that may not otherwise come to Grove and the Grand Lake area. Keefer advised members there is no legal way to track the collection and reporting of the Lodging Fee, 'it will be on the honor system'. Wisdom questioned what legal rights the CTB has if the participants Fail to Pay; Keefer advised he will check with the City Attorney and provide information regarding that matter to the next meeting. Corbridge recommended providing members with more time to review the information and re-visit this item at the next meeting. No Action Taken.

Staff Reports

Malone reported he had the opportunity to attend an Oklahoma Tourism Convention, and it was a good learning experience.

Malone announced *Food Truck Friday* will be held the first Friday of each month beginning in July. The event will be held in downtown Grove from 6 p.m. – 9 p.m. and will have live music.

Malone advised members the official announcement of the 2018 Triathlon will be held on June 8 at the Cherokee Casino.

Malone advised members that he and Corbridge attended the ribbon cutting ceremony at the I-44 Tourist Center in Miami. Malone is working with Judy McHenry to create a 36'X30" canvas to be displayed at the center.

Board Reports

No Reports.

Adjourn

Chamberlain made a motion seconded by Wells to adjourn. 5 AYE, 0 NAY, Motion carried and meeting adjourned at 10:11 a.m.