

CITY OF GROVE
CONVENTION AND TOURISM BUREAU
REGULAR MEETING MINUTES
September 28, 2017

Jim Corbridge, Chairman, called the meeting to order. Members present were Brad Wisdom and Amelia Chamberlain. Hitesh Patel arrived at 2:03 p.m. Wells was absent. Also in attendance were Brent Malone, Executive Director; and Debbie Bottoroff, Assistant City Manager.

Corbridge opened the floor for discussion in respect to the approval of minutes of the August 24, 2017 Regular Meeting. Wisdom made a motion seconded by Chamberlain to approve the minutes as presented. 4 AYE, 0 NAY, Motion carried.

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

Corbridge opened the floor for discussion in respect to the approval of a Resolution authorizing application and execution of documents for reimbursement through the Quality Incentive Act for the 2018 Bassmaster Elite Series to be held at Wolf Creek Park on April 26-29. Bottoroff advised members the Quality Incentive Act provides the CTB with an opportunity to be reimbursed for the dollars committed for the 75 room nights for the Bassmaster Elite Series. 4AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to the Grant Post Event Report submitted by the Grand Lake Music Festivals, Inc. for the Jana Jae Fiddle Camp held September 1-3, 2017. Corbridge advised members, per the grant policy, CTB members were required to vote to determine if the second one-half of the grant funds were to be paid to the grantee. Motion was made by Wisdom and seconded by Chamberlain to pay the second ½ of the grant in the amount of \$700. 4 AYE 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to the Grant Post Event Report submitted by the Oklahoma Boat Racing Association for Thunder on Wolf Creek held August 18-20, 2017. Corbridge advised members, per the grant policy, CTB members were required to vote to determine if the second one-half of the grant funds were to be paid to the grantee. Motion was made by Wisdom and seconded by Chamberlain to pay the second ½ of the grant in the amount of \$800. 4 AYE 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to Kiosk options for the Travel Information Center. Malone advised he had been researching the different types of Kiosk and recommends the 'Stand Alone' model. He advised he had checked into the stability of this type of Kiosk, since there was concerns about the Kisok being knocked over mentioned in last month's meeting, he advised the Kisok could be bolted to the floor, and could be easily un-bolted to be used at remote sites such as festivals and trade shows. He advised members there are two parts to the operations of a Kisok; one is the hardware and one is the software. He has contacted several companies, and has not determined the best software to use to operate the Kiosk from a remote site and to use it to provide tourism information as discussed in previous CTB meetings. Members suggested he contact universities and other tourism organizations to determine what the best software to use is. Wisdom made a motion seconded by Chamberlain to approve moving forward

with purchasing a 'Stand Alone' model Kiosk, and continue to research the software that will provide the best results. 4 AYE, 0 NAY, Motion carried.

Staff Reports

Malone announced the upcoming week was going to be a busy one with the Bassmaster Open Series fishing tournament, Chuck Wagon Dinner under the Stars at Har-Ber Village, the Women's Expo and the Vintage at the Creek. "This town will be hopping," Malone commented.

Corbridge asked Malone how the 'Membership' drive was going. Malone advised he has been really busy and he hasn't had the time to focus on the Membership drive. He advised that Serenity Point definitely wants to participate. Bottoroff suggested doing a mass e-mail and placing information in the monthly newsletter that is printed on the backside of the Grove Municipal Services Authority utility bills to help get the word out. Chamberlain suggested contacting Chamber and Downtown Merchant members.

Board Reports

Chamberlain announced Har-Ber Village Pioneer Days will be held October 6 and 7, 2017, and the Cherokee Heritage Days is November 4, 2017.

Adjourn Chamberlain made a motion seconded by Wisdom to adjourn. 4 AYE, 0 NAY, Motion carried and meeting adjourned at 3:03 p.m.