

CITY OF GROVE
CONVENTION AND TOURISM BUREAU
MINUTES
REGULAR MEETING
DECEMBER 3, 2015

Jim Corbridge, Chairman, called the meeting to order. Members present were Amelia Chamberlain, Brad Wisdom. AND John Wells. Hitesh Patel was absent. 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 October 22, 2015 Regular Meeting. Wells 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. After a brief discussion, Wells made a motion seconded by Wisdom to approve the financial reports as presented. 4 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to the License Agreement with Judy McHenry for the CTB Logo. Keefer advised members that the City Attorney, Darren Cook, had prepared the License Agreement, and McHenry approved the agreement and the \$150 fee. He also advised the members, this was a legal agreement and would require endorsement from the both the CTB and the Council. After discussion of trademarking the logo, Keefer advised the members that the City Attorney would be handling the legal aspects of filing for the trademark. Chamberlain made a motion seconded by Wells to approve the agreement and make a recommendation to the Council for their approval. 4 AYE, 0 NAY, Motion carried.

Corbridge suggested moving to agenda item G – Staff Report and Item H – Board Reports prior to beginning the Work Session.

Staff Reports

Bottoroff provided an update on the City's new website and encouraged members to view the site and provide suggestions and ideas to improve the site, particularly the CTB pages.

Board Reports

Corbridge asked the status on Ron Drake's visit to Grove. Keefer advised Drake would be in Grove January 18-20 to meet with downtown stakeholders, city staff, local organizations, bankers, etc. He will also be providing a presentation to the Council at their meeting January 19.

During the discussion regarding Drake, the Chairman of the Downtown Revitalization Committee, Larry Stout joined the meeting. He stated his concerns about Drake coming up with ideas, and no one following through. He stated 'What happens when he is gone? Who will administer his plan?'

Stout gave a brief description on the history of downtown Grove and the challenges the downtown area faces. One of the main concerns from downtown business owners is the lack of parking, Stout advised there was adequate public parking available, but it is not identified in a manner that visitors to Grove know it exists. He provided a handout from a community that was specifically designed to identify

parking in their downtown. Members and staff agreed a handout similar to this would be a good marketing tool for Downtown Grove.

Chamberlain advised she had recently attended a NORA event in Tahlequah; she shared that the information presented was very good and helpful particularly for smaller communities. She suggested members attend next year's event.

Wells asked about the status on the Big Bass Bash. Keefer advised he was not certain, but he knew the director, Al McCullogh was working on obtaining sponsorships to help fund the event.

Following the Board Reports, the group began their work session. The main topic of discussion was a draft Grant Application and Guidelines. After much discussion, the members requested staff to revise the documents by adding the dates of the grant application period, stating grant funding would be provided at a rate of 50% of the approved grant amount prior to the event, and upon submission of sufficient post event documentation the remaining 50% of the approved grant funding would be paid, and including information regarding the purpose of the grants are to bring visitors to Grove that will spend the night in local hotels.

Questions were asked about local churches making application for events, Keefer advised he would discuss the legal matter regarding church and state with the City Attorney to determine if public dollars can be granted to a religious organization.

Chamberlain made a motion seconded by Wells to adjourn. 4 AYE, 0 NAY, Motion carried and meeting was adjourned at 4:34 p.m.