

**CITY OF GROVE
CONVENTION AND TOURISM BUREAU
MINUTES
MAY 26, 2016**

The meeting of the Convention and Tourism Bureau (CTB) was call to order by Chairman Jim Corbridge. Members present were Amelia Chamberlain and John Wells; Brad Wisdom arrived at 2:15 PM. Hitesh Patel was absent. Also in attendance was Bill Keefer, City Manager.

Corbridge opened the floor for discussion in respect to the approval of the minutes from the May 26, 2016 regular meeting. Chamberlain made the motion and seconded by Wells to approve the minutes as presented. 3 AYE, 0 NAY, motion carried.

Corbridge opened the floor for discussion in respect to the monthly financial reports. There were several questions pertaining to new budget. Wells made the motion seconded by Chamberlain to approve the financial reports as presented. 3 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to leasing office space for the CTB Director position. This was tabled at the April 28th meeting. Wells reported that at this time GLA could not accommodate office space for the CTB. There was discussion on the terms for the proposed office space through the Chamber. Lisa Friden, President of the Grove Chamber of Commerce was present and answered several questions pertaining to the services they would provide and how those would continue in the event that the position was vacant, etc. Chamberlain made a motion seconded by Wisdom to have the City Attorney prepare a lease agreement for a one year term at \$200 per month with the Chamber of Commerce. 3 AYES, 1 NAY, Motion carried with Wells opposed.

There were no matters to discuss during the work session. No action was taken.

Under Staff Reports, the City Manager referenced information that was provided at the meeting on future aquatic sporting events to be held at Wolf Creek Park as well as noted the survey document that will be used at the upcoming American Heritage Music Festival.

Under Board Reports, Wells inquired whether the CTB could serve as a sponsor for events. Keefer noted that many CTB's do help sponsor larger events in their communities but would recommend that the Board establish some parameters and policies that could be used to guide that process. Wells asked Staff to put that on the next agenda for discussion purposes and prepare some guidelines to be used as discussion points.

Corbridge inquired about occupancy at the local motels over the past month and how things looked for the upcoming Memorial Day weekend.

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