

**CITY OF GROVE
CONVENTION AND TOURISM BUREAU
MINUTES
SPECIAL MEETING
SEPTEMBER 22, 2016 – 9:00 A.M.**

Jim Corbridge, Chairman, called the meeting to order. Members present John Wells and Brad Wisdom. Hitesh Patel arrived at 9:07 a.m. Amelia Chamberlain arrived at 9:55 a.m. Also in attendance were Brent Malone, Executive Director; 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 the minutes from the August 25, 2016 regular meeting. Bottoroff advised the minutes inadvertently had the wrong deadline listed for the Grant application; the minutes should be corrected to read November 1, 2016 instead of October 1, 2016. Wisdom made the motion and seconded by Wells to approve the minutes with the corrections noted. 3 AYE, 0 NAY, motion carried.

Corbridge opened the floor for discussion in respect to the monthly financial reports. Keefer advised for the first time, the Lodging Tax Revenue Report allows members to compare receipts received in September 2015 to receipts received in September 2016; the report indicates there is a slight reduction of 1.9% Wells made the motion seconded by Wisdom to approve the financial reports as presented. 3 AYE, 0 NAY, Motion carried.

Corbridge opened the floor for discussion in respect to approval of a Resolution establishing a Sponsorship Policy. Keefer advised, the member's recommendations made at the August 25, 2016 meeting regarding the Sponsorship Policy have been implemented into the policy. A summary of the changes include:

- Remove - Only NEW events be considered;
- Add – Preference given to NEW events;
- Add – Bureau members have the right to waive the 90 day deadline to submit an application;

Motion made by Wisdom and seconded by Wells to approve the Sponsorship Policy as presented. 4 AYE, 0 NAY, Motion carried.

Staff Reports

Malone presented a copy of the ¼ page ad that will be placed in the Oklahoma Tourism Travel Guide.

He advised members that Grove had won the bid and will be hosting the 2017 Bassmaster Open Central Series on October 5-7, 2017. This tournament will have 300-400 boats and compares to the FLW Costa Series; winning pro-anglers will qualify for the Bassmaster Classic.

Malone informed the members that the Montgomery Tackle Show will be held at the Grove Civic Center in February, 2017. This show has been held in Claremore for many years and attracts 17,000-18,000 participants and attendees.

Malone suggested the hotel/motel owners participate in collecting and supplying general information about their guests. He will contact each hotel/motel on Monday mornings to gather information from the previous weekend. This information will assist him in where and what target audience to market.

Keefer advised the members that staff and chairman Corbridge had a positive meeting with Amanda Davis, Miami CTV Director earlier in the month. He presented members with copies of statistics and information Davis had provided. He advised members that Grove is the only city in the state of Oklahoma that uses the Tax Commission to collect their hotel/motel tax, Miami and other cities are responsible for collecting the tax and making sure all hotel/motels are participating and paying the appropriate amount.

He advised members the City of Miami will be acquiring and operating the Tourist Center located along I-44 from the State of Oklahoma. The Miami City Manager requested Grove consider partnering with them to assist with the cost of operating the facility. A special area of the center would be dedicated to the promotion of Grove and Grand Lake. Keefer stated "This is a good opportunity for Grove to have a presence in the facility." He has requested information on the cost and specifics on what the partnership will entail. Upon receipt of the information, Keefer will present it to the members for discussion and possible action.

Wells asked if there were plans to construct a facility on the Longan's Asphalt property. Keefer advised there are no immediate plans to construct a facility at that site. However, one of the Vision Grove groups are researching and studying ideas on where a convention center could be located, while another one of the groups are working on establishing means of funding.

Keefer advised if the City constructed a smaller scale exhibition hall it would be located on the green space at Wolf Creek Park. In addition, the City would seek out a naming rights partner to assist with the cost of constructing a facility.

Board Reports

No Board Reports.

Motion was made by Wells and seconded by Wisdom to adjourn. 5 AYE, 0 NAY, Motion carried and meeting adjourned at 10:02 a.m.