WEST BATON ROUGE CONVENTION & VISITORS BUREAU

REGULAR BOARD MEETING OCTOBER 12, 2022, NOON

CINCLARE ROOM

PORT ALLEN, LA 70767

The regular Board Meeting of the West Baton Rouge Convention & Visitors Bureau was held on Wednesday, October 12, 2022.

Board Members Present: Garry Hubble, Gary Joseph, Sandra Hughes, Barry Brewer,

 Ash Patel, Adrian Genre’

Board Members Absent: Ellis Gauthier, Jason Hammack

Staff Members Present: Kathy Gautreau, Lois Webre, Tonya Elson

Guest: Scott Innes

With a quorum declared, Chairman Gary Hubble called the meeting to order at 12:05 pm.

Garry Hubble introduced the Guest, Scott Innes.

Mr. Innes gave an update on the Food Truck Festival to be held on the WBRCVB Grounds, October 29, 2022.

Items discussed, set up, advertising, expected crowd (3,000-5,000), food trucks (10), equipment arrival dates and times along with anticipated end time. Mr. Innes left at 12:19 p.m.

**Public Comments:**

**Minutes**: **Motion**: by Ash Patel, seconded by Sandra Hughes to accept the September 15, 2022 minutes. Motion passed.

 **Motion**: by Gary Joseph, seconded by Adrian Genre’ to accept the minutes of the Special Meeting on October 7, 2022. Motion passed.

**COMMITTEE REPORTS:**

**Finance**: Barry Brewer presented the Treasurers Report for September 2022.

**Motion**: by Adrian Genre’, seconded by Gary Joseph to accept the finance report for September 2022. Motion passed.

Kathy Gautreau presented the 3rd quarter Budget vs Actual Report.

**Motion**: by Adrian Genre’, seconded by Gary Joseph to accept the 3rd quarter Budget vs Actual Report. Motion passed.

Whitehead Blvd. lighting project will be a budget amended item in December 2022.

Kathy presented to the board the Lease Agreement between the WBRCVB and Scott Innes for the use of the grounds for the Food Truck Festival October 29, 2022.

**Motion**: by Barry Brewer, seconded by Ash Patel to accept the Lease Agreement to be singed by Scott Innes for the use of the WBRCVB grounds October 29, 2022. Motion passed.

Kathy discussed the Budget Hearing to be held at the Parish Council Office on October 26, 2022. The WBRCVB will be represented by Adrian Genre’ and Gary Joseph.

**Personne**l: Kathy Gautreau discussed hiring a Graphics person in 2023.

**Planning & Development:**

 Kathy discussed getting a proposal for a new phone system.

**Marketing & Advertising**: Kathy gave her Executive Directors Report

**Special Projects & Events/Film Commission**: Lois discussed social media numbers growth for September, filming at the Port on Wednesday October 26, 2022 and the Reflections of the Season Special Movie Night to be held on December 3, 2022.

Garry Hubble discussed the Jingle Jeep Parade and the Whitehead Christmas lighting event to be held on December 2, 2022.

**Conference Center Report:** Tonya discussed conference center meetings held in the month of September. She also discussed the advertising being done for Conference Center.

**Old Business**: None

**New Business**: Kathy presented the Board with a letter of resignation from Ellis Gauthier.

Kathy and Lois discussed the purchase of a new vehicle for the WBRCVB. Barry outlined the proper procedures for this process.

Kathy discussed another possible Tourism Revival Grant opportunity.

**Motion**: by Barry Brewer, seconded by Ash Patel to give Kathy authorization to sign on behalf of the WBRCVB Board when applying for additional grant money. Motion passed.

Garry Hubble thanked the WBRCVB Board for their approval of the funding for the Whitehead Blvd. project.

Sandra Hughes discussed the upcoming WBR Chamber’s Westside Golf Tournament to be held on Nov. 7, 2022

 Next board meeting November 9, 2022

 **Motion**: by Gary Joseph, seconded by Sandra Hughes to adjourn at 1:00pm.

 Motion passed.

Respectively submitted: Lois Webre