WEST BATON ROUGE CONVENTION & VISITORS BUREAU

REGULAR BOARD MEETING MAY 11, 2022, NOON

BOARD ROOM

PORT ALLEN, LA 70767

The regular Board Meeting of the West Baton Rouge Convention & Visitors Bureau was held on Wednesday

May 11, 2022.

Board Members Present: Garry Hubble, Ellis Gauthier, Gary Joseph, Jason Hammack, Sandra Hughes, Ash Patel

Board Members Absent: Barry Brewer, Adrian Genre’

Staff Members Present: Kathy Gautreau, Lois Webre

Staff Members Absent: Tonya Elson

Guest: None

With a quorum declared, Chairman Garry Hubble called the meeting to order at 12:04 pm.

**Public Comments:** None

**Minutes**: **Motion**: by Ash Patel, seconded by Gary Joseph to accept the April 11, 2022 minutes.

 Motion passed.

**COMMITTEE REPORTS:**

**Finance**: **Motion**: by Gary Joseph, seconded by Sandra Hughes to accept the fiancé report for April 11, 2022. Motion passed.

  **Motion**: by Jason Hammack, seconded by Ash Patel to approve revised Financial Policy contingent upon changing wording from contracts to bids. Motion passed.

**Personne**l: Kathy discussed revised Personnel Manual

 **Motion:** By Ash Patel, seconded by Gary Joseph to approve revised Personnel Policy.

 Motion passed.

**Planning & Development:**

 Kathy discussed various projects

**Marketing & Advertising**: Kathy discussed the Executive Directors Report

**Special Projects & Events/Film Commission**: Lois discussed social media reports, Kite Fest, Reflections, Grants, Oldies Fest & filming.

**Motion**: by Jason Hammack, seconded by Gary Joseph to approve resolution authorizing Kathy to sign contract with Louisiana Office of Tourism. Motion passed.

Ash Patel: Yes Jason Hammack: Yes

Garry Hubble: Yes Gary Joseph: Yes

Ellis Gauthier: Yes Sandra Hughes: Yes

**Conference Center Report:** Lois gave conference center report

**Old Business**: None

**New Business**: WBRCVB Board recognized Victoria Hughes on completing Louisiana Travel Specialists Course.

 **Motion**: by Gary Joseph, seconded by Sandra Hughes to adjourn at 12:34 pm.

 Motion passed.

Respectfully Submitted,

Victoria Hughes