**WEST BATON ROUGE CONVENTION & VISITORS BUREAU**

**REGULAR BOARD MEETING AUGUST 8, 2018 NOON**

**BOARD ROOM**

**PORT ALLEN, LA 70767**

The regular Board Meeting of the West Baton Rouge Convention & Visitors Bureau was held Wednesday 8/8/18.

Present: Garry Hubble, Ellis Gauthier, Gary Spillman, Ash Patel, Barry Brewer, Sandra Hughes,

Kathy Gautreau, Lois Webre, Tonya Elson

Guests: Ken Alford, Tani Budde

Absent: Susan Devenney, Jason Hammack

With a quorum declared, Chairman Garry Hubble called the meeting to order at 12:10pm.

**Minutes:** **MOTION**: by Ash Patel, seconded by Gary Spillman to accept June 2018 Minutes.

Motion passed.

**COMMITTEE REPORTS:**

Ken Alford gave the 2017 audit report and advised the CVB to include an exhibit in the minutes for the budget and the amended budget.

 **MOTION:** by Gary Spillman, seconded by Barry Brewer to accept the 2017 audit report.

Motion Passed.

**Finance:** Ellis Gauthier gave Financial Reports.

 **MOTION**: by Gary Spillman, seconded by Sandra Hughes to accept Finance Report for June 2018. Motion passed.

 **MOTION**: by Barry Brewer, seconded by Gary Spillman to accept Finance Report for July 2018. Motion passed.

**Personnel:** The WBR CVB Board moved personnel to the end of the meeting.

**Planning & Development:** Kathy Gautreau discussed the pergola project and bathroom quotes. The board approved the staining of the pergola.

**MOTION:** by Barry Brewer, seconded by Gary Spillman to obtain two additional quotes for bathroom renovations. Motion passed.

**Marketing & Advertising:** Kathy Gautreau discussed the executive directors report, new ideas, the soccer tournament and new campground.

**Film Commission/Special Projects & Events:** Lois Webre discussed Oldies Fest, BBQ Cook-off, fence repair and Reflections of the Season.

**Conference Center Report**: Tonya Elson discussed Conference Center meetings, advertising and new promotional video.

**MOTION:** byBarry Brewer, seconded by Ash Patel to go into Executive Session regarding personnel at 1:05pm. Motion passed.

**MOTION**: by Barry Brewer, seconded by Sandra Hughes to come out of Executive Session at 1:52pm.

Motion Passed.

**MOTION:** by Gary Spillman, seconded by Barry Brewer that there will not be a contract for the Executive Director and to give Kathy Gautreau a 5% increase retroactive back to the 90-day probationary period.

**Old Business:**  None.

**New Business:** Kathy discussed moving the September board meeting to the 19th and to change the final board meeting of the year to December instead of November.

**MOTION:** by Gary Spillman, seconded by Sandra Hughes to adjourn at 2:07pm. Motion passed.

Respectfully Submitted,

Tonya Elson