

Monroe-West Monroe Convention and Visitors Bureau

601 Constitution Drive, West Monroe, Louisiana 71292

Board Meeting Minutes

December 15, 2025

CALL TO ORDER

The regular meeting of the Monroe-West Monroe Convention and Visitors Bureau Board of Directors was called to order at 3:07 PM by Vice-Chairperson Don O'Toole, Jr.

ROLL CALL AND ATTENDANCE

The following members were present, constituting a quorum:

- Kevin Crosby
- Dr. Angela Crumpton-Lawrence
- Josh Etheridge
- Dr. Valerie Fields
- Shelly Harrell
- Don O'Toole, Jr.
- Ryan Roark

Members Absent: Jordan Guillot, Diane Mulhearn, Nash Patel, Roderick Worthy

Others in Attendance: Alana Cooper (President/CEO), Elmer Noah (Board Attorney), Krystle Ivey (Director of Operations), and Stacy Gibson (Office Coordinator)

APPROVAL OF AGENDA

A motion was made by Ryan Roark and seconded by Dr. Valerie Fields to approve the agenda. The motion carried by a vote of seven (7) in favor and zero (0) against.

PUBLIC COMMENTS

Vice-Chairperson Don O'Toole, Jr. opened the floor for public comments. No members of the public were present for comment.

APPROVAL OF MINUTES

A motion was made by Kevin Crosby and seconded by Shelly Harrell to approve the minutes from the regular Board of Directors meeting held on November 17, 2025. The motion was carried by a vote of seven (7) in favor and zero (0) against.

TREASURER'S REPORT

The board reviewed the Treasurer's Report, including itemized deposits and disbursements. The General Funds balance as of November 30, 2025, was \$8,878,812.13.

A motion was made by Shelly Harrell and seconded by Dr. Angela Crumpton-Lawrence to approve the November 30, 2025, financial reports, including the budget-to-actual comparison. The motion was carried by a vote of seven (7) in favor and zero (0) against.

STAFF TRAVEL PLANS

A motion was made by Ryan Roark and seconded by Shelly Harrell to approve staff travel plans for December 2025 through April 2026. The motion was carried by a vote of seven (7) in favor and zero (0) against.

COMMITTEE REPORTS

Finance Committee:

A motion was made by Ryan Roark and seconded by Dr. Angela Crumpton-Lawrence to proceed with follow-up questions regarding proposals submitted by B1 Bank and Regions Bank. The final decision will be made by President/CEO Alana Cooper. The motion was carried by a vote of seven (7) in favor and zero (0) against.

COMMITTEE MEETING MINUTES FOR APPROVAL

Tourism Development Grant Committee:

A motion was made by Shelly Harrell and seconded by Ryan Roark to approve the minutes from the Tourism Development & Grant Committee meeting held on November 12, 2025. The motion was carried by a vote of seven (7) in favor and zero (0) against.

Facilities & Product Development Committee:

A motion was made by Shelly Harrell and seconded by Kevin Crosby to approve the minutes from the Facilities & Product Development Committee meeting held on November 12, 2025. The motion was carried by a vote of seven (7) in favor and zero (0) against.

Personnel Committee:

A motion was made by Kevin Crosby and seconded by Shelly Harrell to approve the minutes from the Personnel Committee meeting held on November 14, 2025. The motion was carried by a vote of seven (7) in favor and zero (0) against.

Finance Committee:

A motion was made by Dr. Angela Crumpton-Lawrence and seconded by Ryan Roark to approve the minutes from the Finance Committee meeting held on November 17, 2025. The motion was carried by a vote of seven (7) in favor and zero (0) against.

PRESIDENT REPORT

President/CEO Alana Cooper reminded the Board of Directors that the Ethics Trainings must be completed by December 31, 2025.

ADJOURNMENT

A motion was made by Shelly Harrell and seconded by Kevin Crosby to adjourn the meeting at 4:19 PM. The motion carried by a vote of seven (7) in favor and zero (0) against.

Respectfully Submitted,

Roderick Worthy, Chairperson

Roderick Worthy

Nash Patel, Treasurer

Nash Patel
