Monroe-West Monroe Convention and Visitors Bureau

601 Constitution Drive, West Monroe, Louisiana 71292

Board of Directors Meeting

July 29, 2026

CALL TO ORDER

The regular meeting of the Monroe-West Monroe Convention and Visitors' Bureau Board of Directors was called to order at 4:07 PM by Chairperson Don O'Toole, Jr.

ROLL CALL AND ATTENDANCE

The following members were present, constituting a quorum:

- Kevin Crosby
- Dr. Valerie Fields
- Shelly Harrell
- Don O'Toole, Jr.
- Nash Patel
- Ryan Roark
- Roderick Worthy

Members Absent: Dr. Angela Crumpton-Lawrence, Josh Etheridge, and Jordan Guillot

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

Guest: Mrs. Marria Fields

APPROVAL OF AGENDA

A motion was made by Roderick Worthy and seconded by Shelly Harrell to approve the agenda. The motion carried by a vote of seven (7) in favor and zero (0) against.

PUBLIC COMMENTS

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 Nash Patel and seconded by Dr. Valerie Fields to approve the minutes of the regular Board of Directors meeting held on June 29, 2026. The motion was carried by a vote of seven (7) in favor and zero (0) against.

AUDIT REPORT

Jay Cuthbert of Johnson, Perry, Roussel and Cuthbert, Certified Public Accountants, presented the Annual Audit for the year ending December 31, 2025. No exceptions were noted.

Kevin Crosby moved, and Shelly Harrell seconded to approve the audit as presented. Motion carried by a vote of seven (7) affirmative votes of zero (0) negative votes.

TREASURER'S REPORT

The board reviewed the Treasurer's Report, including itemized deposits and disbursements. The General Funds balance as of June 30, 2026, was $9,558,625.23.

A motion was made by Ryan Roark and seconded by Nash Patel to approve the June 30, 2026, 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 Shelly Harrell and seconded by Nash Patel to approve the staff travel plans for July 2026 through November 2026. The motion was carried by a vote of seven (7) in favor and zero (0) against.

COMMITTEE MINUTES:

A motion was made by Roderick Worthy and seconded by Dr. Valerie Fields to approve the Tourism Development Committee Minutes held on June 29, 2026. The motion was carried by a vote of seven (7) in favor and zero (0) against.

ADJOURNMENT

A motion was made by Nash Patel and seconded by Shelly Harrell to adjourn the meeting at 4:45 PM. The motion was carried by a vote of seven (7) in favor and zero (0) against.

Respectfully Submitted,

Don O'Toole, Jr.

Don O'Toole, Jr., Chairperson

Shelly Harrell

Shelly Harrell, Treasurer