

**Monroe-West Monroe Convention and Visitors Bureau
601 Constitution Drive
West Monroe, Louisiana 71292
Board of Directors Meeting
Minutes
May 15, 2023**

Date and Place: The regular meeting of the Monroe-West Monroe Convention and Visitors Bureau was held at the Convention and Visitors Bureau, 601 Constitution Drive, West Monroe, Louisiana 71292 at 4:00 p.m., May 15, 2023. Secretary-Treasurer Jordan Guillot presided.

Roll Call: **Present**
Dr. Valerie Fields
Jordan Guillot
Sue Nicholson
Norene Smith
Ryan Roark
Roderick Worthy

Absent
Kevin Crosby
Mickey Merritt
Don O'Toole, Jr.
Nash Patel

Staff: Alana Cooper, President/CEO
Elmer Noah, Board Attorney
Krystle Ivey, Operations Administrator
Ruth Canales, Office Manager

Agenda: Roderick Worthy moved, and Sue Nicholson seconded to accept the agenda. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Public Comments: Prior to the Board of Directors meeting, time was allotted for Public Comments. Secretary-Treasurer Jordan Guillot advised there was no public participation or questions.

Minutes: Roderick Worthy moved, and Norene Smith seconded to approve the April 17, 2023, Board of Directors minutes. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Treasurer's Report: The board members reviewed the itemized deposits and disbursements showing a balance on hand as of April 30, 2023:

General Funds: \$13,289,070.91

Ryan Roark moved, and Dr. Valerie Fields seconded to approve the April 30, 2023, financial reports including the budget to actual comparison. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Staff Activities and Travel Plans: Roderick Worthy moved, and Dr. Valerie Fields seconded to approve travel plans from May 2023 - August 2023. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Committee Reports:

Tourism Development Grant Committee Meeting

The United States Team Penning Association requested release of \$3,000.00 which represents the final payment of the \$4,500.00 original grant with \$1,500.00 used for marketing in-house. All paperwork has been received and is in order.

Ryan Roark moved, and Dr. Valerie Fields seconded to release the final payment in the sum of \$3,000.00 to the United States Team Penning Association. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Ryan Roark moved, and Sue Nicholson seconded to approve the minutes of the Tourism Development Grant Committee Meeting of April 17, 2023. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Nomination Committee Meeting

Sue Nicholson moved, and Roderick Worthy seconded to accept the following slate of officers for 2023-2024. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Chairman Jordan Guillot
Vice Chairman Kevin Crosby
Secretary Treasurer Nash Patel

Facilities and Product Development Committee Meeting

Ryan Roark moved, and Norene Smith seconded to accept the recommendation of the Facilities and Product Development Committee to accept the site changes by the City of Monroe and to request placement of the sidewalk to not spill into the parking lot for safety reasons. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Ryan Roark moved, and Sue Nicholson seconded to approve the minutes of the Facilities and Product Development Committee of May 10, 2023. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.

Other Business

Qualifying bids to be the Official Journal of the Monroe-West Monroe Convention and Visitors Bureau were received.

Ryan Roark moved, and Sue Nicholson seconded to accept the bid from The News Star to be the Official Journal for the Bureau. A Roll Call Vote was requested.

Tabulation of votes:	<u>Affirmative</u>	<u>Negative</u>
Jordan Guillot	Yes	
Ryan Roark	Yes	
Dr. Valerie Fields	Yes	
Sue Nicholson		No
Norene Smith	Yes	
Roderick Worthy	Yes	

Motion carried by a vote of five (5) affirmative votes and one (1) negative vote.

Adjournment

There being no further discussion, Roderick Worthy moved, and Ryan Roark seconded to adjourn the meeting at 5:00 p.m. Motion carried by a vote of six (6) affirmative votes to zero (0) negative votes.



Mickey Merritt, Chairman



Jordan Guillot Secretary-Treasurer