

Rockford Area Convention & Visitors Bureau

June 25, 2008

Board of Directors Meeting Minutes

Board Present: Rena Cotsones, David Preece, Tim Dimke, Scott Sullivan, Solomon Foley, Linda Heckert, LaVonne Brown, Einar Forsman, Janyce Fadden, Mark Stefanic, Cyndie Hall, John Chadwick, Patrick OKeefe, John Ekberg, John Chadwick, Patrick Ryan and Jim Ryan.

Board Absent: Jan Herbert, Patrick Curran, Bob Burden, Sue Mroz and Paul Sletten.

Staff Present: Amy Trimble, Janet Jacobs and Wanda Figueroa.

Call to Order:

Chairman Rena Cotsones called the meeting to order at 7:30 a.m.

Governance Process:

- **Minutes:** Motion was made to approve meeting Minutes of May 28, 2008. Minutes were approved as submitted.
- **Internal Monitoring Reports:** Motion was made by Janyce Fadden; seconded by John Chadwick, to approve the following monitoring reports.
 - 2.1 – Treatment of Customers and Partners
 - 2.9 – Programs/Events/Services/Logistics

Reports were approved as submitted.

- **Finance Report:** Amy Trimble reported compliance on the May financials. RACVB maintained a positive cash balance throughout the month of May.

The Board went into Executive Session to discuss topics related to funding through the City of Rockford. The staff was excused.

- **Audit Committee Report:** The FY09 Budget was presented to the Board. The Audit Committee met June 6th, to review and approve the FY09 budget. Solomon Foley recommended that the budget be approved as submitted. The Board voted unanimously to approve the budget.

CEO Report:

- **Soccer Events:** Region II went very well despite a variety of challenges with housing due to rule changes by USYS. This event draws championship teams from a 14 state area. Games were played at SportsCore 2 and Rock Valley College; with RVC added because of flooding at SportsCore 1. RACVB anticipates a strong summer season for sports activities.
- **Community Information Center:** A CIC report was distributed to the Board. Partner support has been strong. Launch and grand opening went well. Visitor volume has been good. RAAR will provide a touch screen information kiosk soon, which will allow inclusion of information other than for real estate. New sources of revenue are being sought to help the center eventually fulfill a goal to be self-sustaining.
- **New Product Development Matrix:** David asked the Board to review a draft of the confidential report and give feedback on format.
- **Key Indicators Report Changes:** The Board was asked to review a draft report of a key indicators report and give feedback on format and content.

Meeting was adjourned at 9:10 a.m.

Next Board Meeting:

Wednesday, August 27, 2008

7:30 a.m. – 9:00 a.m.

Location: RACVB – Board Room

Respectfully Submitted,



Scott Sullivan, Board Secretary
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