

Rockford Area Convention & Visitors Bureau  
June 24, 2020  
Board of Directors Meeting Minutes  
Via Zoom

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**Board Present:** Chad Anderson, David Anderson, Nathan Bryant, Todd Cagnoni, Bryan Davis, Patricia Diduch, Daniel Fellers, Jennifer Furst, Kevin Frost, John Groh, Carol Schuster, Tim Myers, Nathan Bruck, John Penny, Darrell Snorke, Jay Sandine, John Penny, Noel Nickel, Einar Forsman & Tiana McCall

**Board Absent:** Mike Nelson, Marcus Bacon

**Guest:** Bobbie Holzworth, foundation board member.

**Staff Present:** Martesha Brown, Joanne Nold, Nick Povalitis, Kristen Paul, Kara Davis.

**Call to Order:** The meeting was called to order at 7:31 a.m. by Jennifer Furst.

**Approval of Meeting Minutes:**

It was moved and seconded to approve the April 22, 2020 meeting minutes. Motion carried.

**Internal Monitoring Reports:**

After discussion, it was moved, seconded and approved to accept the Internal Monitoring Reports, including John Groh's CEO Interpretations, for monitoring on:

- 2.8 Communication & Support to Board
- 2.9 Programs/Events/Services/Logistics

**Financial Report:**

John and Joanne Nold provided a report on the Bureau's financial position for the month ending May 31.

**Diversity, Equity, Inclusion:**

John and Martesha Brown provided a report to the Board on RACVB's commitment to Diversity, Equity and Inclusion and outlined steps the Bureau will use going forward to seek feedback from minority communities to ensure RACVB can better serve and represent the entire community.

**CEO Report:**

In light of the Covid-19 pandemic, John provided updates on the financial conditions of the bureau and adjustments to personnel, operations and programs as well as the work and results produced by staff since the beginning of the pandemic.

**Governance Process:**

It was moved by the Board Development Committee to elect Noel Nickel as treasurer for a one-year term beginning at the June 2020 meeting and concluding June 2021. Motion carried.

It was moved, seconded and approved to ratify the Board Governance Committee's authorization of president/CEO John Groh to sign off on and approve terms of a loan from the US Small Business Administration, Economic Injury Disaster Loan program as follows:

- The amount of the loan is \$75,400
- Repayments begin 12 months after the Promissory Note is executed. Repayments are monthly at a rate of \$322 (principal/interest).
- The loan is for 30 years with an interest rate of 2.75% per annum
- Collateral for the loan is the Bureau's tangible/intangible personal property
- No penalty for early repayment
- Use of the loan is for working capital to alleviate economic injury caused by disaster

The board adjourned at 8:35 a.m.

**The next meeting is Wednesday, Next Board Meeting: July 29, 2020, 7:30 a.m.**

Respectfully Submitted,

Einar Forsman, Board Secretary  
kd