

**VISIT BATON ROUGE
BOARD MINUTES
SEPTEMBER 2017**

A scheduled board meeting of Visit Baton Rouge was held on Thursday, September 28, 2017 at its office located at 359 Third Street.

Present were:

Flynn Foster
Ralph Ney
Andy Blouin
Scott Michelet
Mickey Parenton
Mark Drennen

Absent:

Pastor Wesley
C. Denise Marcelle
Carolyn McKnight
Norman Chenevert

Present but not participating in formal actions:

Paul Arrigo, Staff
Lauralyn Maranto, Staff
Geraldine Bordelon, Staff
Barney Doyle, Staff
Stacy Simon, Staff
Karron Alford, Staff
Charles Elkins, Legal Counsel
Jack Johnson, Destination International
Brian London, Destination International
Katie Pryor, Baton Rouge Film Commission
Wendi Coates, Baton Rouge Film Commission
David Weston, Embassy Suites

Flynn Foster called the meeting to order and opened the meeting for public comment.

Jack Johnson, Chief Advocacy Officer and Board Governance and Brian London, DMAP Program Manager, presented Paul Arrigo with a Certificate of Reaccreditation from Destination International.

Paul introduced Katie Pryor and Wendi Coates with the Baton Rouge Film Commission and David Weston, the new General Manager of the Embassy Suites.

On a motion by Scott Michelet, seconded by Mickey Parenton to approve the August 24, 2017 minutes as presented.

Motion carried.

Barney Doyle presented the Treasurer's Report and reviewed the August financial statements. On a motion by Ralph Ney, seconded by Andy Blouin to accept the Treasurer's Report as presented.

Motion carried.

Paul Arrigo presented the President's Report and reviewed upcoming opportunities and events.

Lauralyn Maranto presented a brief review of proposed revisions to the Employee Policy & Procedure Manual. A motion was made by Mark Drennen, seconded by Scott Michelet to adopt the following Resolution:

**RESOLUTION OF THE BOARD OF DIRECTORS
OF VISIT BATON ROUGE
CONCERNING APPROVAL OF AMENDMENTS TO THE VBR EMPLOYEE POLICY & PROCEDURE
MANUAL
SEPTEMBER 28, 2017**

BE IT RESOLVED by the Board of Directors of Visit Baton Rouge ("VBR") that the current VBR Employee Policy and Procedure Manual (the "Manual") be revised and amended effective this date as follows:

1. The new section entitled "Ethics Prohibitions (adopted 9/28/17)" of the Manual is added to the Manual in the form and substance of such policy as shown in Exhibit "A" hereto;
2. The section entitled "Mandatory Ethics Training (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
3. The section entitled "Vacation (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
4. The section entitled "Pregnancy, Childbirth, and Related Medical Conditions (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
5. The section entitled "Personal Leave (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;

6. The section entitled "Jury Duty and Testimony in Official Proceedings (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
7. The section entitled "Overtime Policy (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
8. The section entitled "Payday (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
9. The section entitled "Time Sheets (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
10. The section entitled "Attendance & Punctuality (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto;
11. The section entitled "Bereavement Leave (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto; and
12. The section entitled "Whistleblower Policy (9/28/17)" is revised and amended in its entirety to read as shown in Exhibit "A" hereto.

Except as set forth in items 1 through 12 above, the Manual remains un-amended and in full force and effect as previously adopted by this Board of Directors.

There being no further business, the meeting adjourned.