

VISIT MISSISSIPPI GULF COAST BOARD
SEPTEMBER 28, 2017
OFFICIAL MINUTES

The Visit Mississippi Gulf Coast Board met Thursday, September 28, 2017 at 10:00 a.m. at its office located at 2350 Beach Blvd, Suite A, Biloxi, Mississippi.

Commissioners Present: Bill Holmes, President; Danny Hansen, Vice-President; Nikki Moon, Secretary; Clay Wagner; Dan Wittmann; John Carter; Kim Fritz; Mary Spain; Myron Webb; Richard Marsh; Rich Westfall; Rusty David

Commissioners Absent: Richard Chenoweth, Treasurer; Carla Todd; LuAnn Pappas

Staff Members Present: Cindy Jo Calvit, Executive Administrative Assistant; Karen Conner, Director of Marketing; Janice Jefferson, Director of Sales; Lisa Jones, Finance Manager

Others Present: Hugh Keating, Legal Counsel; Advisory Member Gloria Frey, MS Coast Coliseum & Convention Center; Myrna Green, Hancock County Tourism Development Bureau; Dominique Patton, MHRA/Gulf Coast Produce; Marcia Crawford, Hancock County Tourism Development Commission; Mary Perez, Sun Herald; Keith Wilson, Biloxi-D'Iberville Press

President Holmes called the meeting to Order.

1. Commissioner Carter made the motion to accept the agenda as presented. Seconded by Commissioner Hansen, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

2. Commissioner Moon made the motion to accept the minutes from the August 31, 2017 Visit Mississippi Gulf Coast Board Meeting as presented. Seconded by Commissioner Marsh, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

3. President Holmes spoke about the following:
 - Recognized and welcomed all Advisory Members and Guests
 - Introduced and Welcomed Rusty David, Replaced Duncan McKenzie on Board
 - Topics of Interest for the State of the Tourism Industry Meeting
 - One-Coast Tags Update
 - Sign Duncan McKenzie's Resolution to be presented to him during the State of the Tourism Industry Meeting
 - Cruisin' The Coast Passes
 - Mississippi Coast Coliseum & Convention Center Parking Permit
 - President's Activity Report
 - Myrna Green, Hancock County Tourism Development Bureau updated the board on events happening in Hancock County

4. In regards to the Thanksgiving and Christmas Holidays, Commissioner Hansen made the motion to keep the November Board Meeting on Thursday, November 30, 2017, but change the December Board Meeting to Thursday, December 21, 2017. Seconded by Commissioner Carter, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

5. Commissioner Moon made the motion to approve the Vehicle Insurance Annual Premium with State Farm Insurance Company for both Visit Mississippi Gulf Coast Vehicles in the amount of \$5,121.30. Seconded by Commissioner Wagner, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

6. President Holmes (Financial), Janice Jefferson (Sales) and Karen Conner (Marketing) presented the [Key Performance Indicators for August 2017](#).

7. Commissioner Webb made the motion to approve the Public Records Request. Seconded by Commissioner Spain, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

8. Commissioner Moon made the motion to accept the AVL Audit Agreement for FY2018. Seconded by Commissioner Marsh, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

9. Commissioner Moon made the motion to approve the Meetingmax- Housing Reservations System Agreement with the "Governing Laws" and "Venue" provisions being modified to reflect Mississippi and Biloxi, Mississippi. Legal will write an addendum to be approved at the October Board Meeting. Seconded by Commissioner Hansen, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

10. Commissioner Wagner made the motion to approve the Financial Statements as of August 31, 2017. Seconded by Commissioner Westfall, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

11. Commissioner Hansen made the motion to ratify the check disbursements totaling \$390,459.78. Seconded by Commissioner Wagner, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

12. Commissioner Westfall made the motion to ratify the expenses paid by credit card totaling \$18,955.41.

Seconded by Commissioner Wagner, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

13. Commissioner Fritz made the motion to approve the FY17 Budget to include moving the amount of \$236,366 from Dedicated For Future Operations to Unrestricted New Assets. Seconded by Commissioner Carter, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

14. Commissioner Fritz made the motion to change the accounting method from accrual to modified accrual beginning FY18. Seconded by Commissioner Moon, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

15. Commissioner Hansen made the motion to approve the Visit Mississippi Gulf Coast Accounting Policies and Procedures Handbook. Seconded by Commissioner Carter, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

16. Commissioner Wagner made the motion to declare surplus property of inventory, as described in list attached as Exhibit A, that is no longer of value or use to Visit Mississippi Gulf Coast due to its age, condition and loss of functionality, excluding item number forty-three (43), which has been authorized to be loaned to the Gulfport Visitor's Center. Seconded by Commissioner Moon, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

17. Commissioner Marsh made the motion to approve the Group Incentive Request for the Alpha Phi Alpha 2019 Southern Region Convention being held March 14-17, 2019 at the MS Gulf Coast Convention Center up to the amount of \$25,000. Seconded by Commissioner Webb, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

18. Commissioner Westfall made the motion to approve the Marketing Assistance Request for the Mississippi Gulf Coast Marathon being held December 8-10, 2017 on the Mississippi Gulf Coast up to the amount of \$25,000. Seconded by Commissioner Moon, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

19. Commissioner Hansen made the motion to approve the Signature Event: Gulf Coast Winter Classic being held February 8, 2018 – March 18, 2018 up to the amount of \$7,500. Seconded by Commissioner Marsh, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

20. Commissioner Carter made the motion to enter into Executive Session to discuss personnel matters and matters related to the Executive Director candidates. Seconded by Commissioner Moon, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

21. Commissioner Carter made the motion to exit Executive Session and reconvene in open meeting. Seconded by Commissioner Spain the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

22. Legal Counsel stated there was no official action taken in Executive Session.

23. Reminder

- State of the Tourism Industry- Annual Meeting
Tuesday, October 24, 2017 4:00pm – 6:00pm Gulf Coast Event Center
- Visit Mississippi Gulf Coast Monthly Board Meeting
Thursday, October 26, 2017 10:00am – 11:30am VMGC Board Room

24. Commissioner Wagner made the motion to adjourn the meeting. Seconded by Commissioner Spain, the president called the question, with the following results:

Commissioner Carter	Voted ---- Yes	Commissioner Pappas	Voted ---- A&E
Commissioner Chenoweth	Voted ---- A&E	Commissioner Spain	Voted ---- Yes
Commissioner David	Voted ---- Yes	Commissioner Todd	Voted ---- A&E
Commissioner Fritz	Voted ---- Yes	Commissioner Wagner	Voted ---- Yes
Commissioner Hansen	Voted ---- Yes	Commissioner Webb	Voted ---- Yes
Commissioner Marsh	Voted ---- Yes	Commissioner Westfall	Voted ---- Yes
Commissioner Moon	Voted ---- Yes	Commissioner Wittmann	Voted ---- Yes

The motion having been duly made, seconded, and a favorable vote received from the Board, the president declared the motion adopted September 28, 2017.

Visit Mississippi Gulf Coast

Dispositions for Board Approval

2017.09.28

EQUIPMENT

Asset Number	Description	Purchase Date	Cost
789	UPS Battery Back Up, CyberPower 550VA	02/10/06	\$ 42.61
943-B	HP Laserjet Pro 400 Series color laserjet printer	11/30/12	\$ 399.00
943-D	HP Laserjet Pro 400 Series color laserjet printer	11/30/12	\$ 399.00
815	Victor 1280-7 Calculator	09/07/06	\$ 149.69
937	Garmin GPS Unit	06/15/12	\$ 99.00

FURNITURE & FIXTURES

Asset Number	Description	Purchase Date	Cost
2-E	Board Exec Chair	10/15/06	\$ 259.00
2-F	Board Exec Chair	10/15/06	\$ 259.00
2-G	Board Exec Chair	10/15/06	\$ 259.00
2-H	Board Exec Chair	10/15/06	\$ 259.00
2-I	Board Exec Chair	10/15/06	\$ 259.00
2-J	Board Exec Chair	10/15/06	\$ 259.00
27-D	Office Task Chair	11/15/06	\$ 74.82
34-A	Chair	05/15/07	\$ 39.87
43	Floor Brochure & Magazine Rack	09/27/07	\$ 439.78
67-E	Board Room Chair (#303477)	09/09/14	\$ 99.99
992-D	guest chair	09/10/15	\$ 46.92
992-E	guest chair	09/10/15	\$ 46.92
1012	3 grey fabric wood trimmed chairs	Donated item	
1013	1 blue-grey fabric wood trimmed chair	Donated item	
1014	1 blue fabric wood trimmed chair	Donated item	
1015	2 maroon leather wood trimmed chairs	Donated item	
1032	Guest Chair	05/03/16	\$ 199.99
1033	Guest Chair	05/03/16	\$ 199.99