



**Minutes of the Ascension Parish Tourism Commission  
Regular Board Meeting  
March 12, 2019**

**Agenda Item #1 - Call To Order/Pledge/Roll Call**

Meeting called to order by Chairman, Rae Milano

Present: Rae Milano, Craig Walling, Jeanne St. Germain, Randall LeJeune, Al Schof and Mike Bonfanti

Absent: None

Also Present: Tracy Browning and Michael Calabro

**Agenda Item #2 Public Sign in Period**

**No Sign-In's**

**Agenda Item #3 Approval Agenda**

A motion was made to approve the agenda.

**Motion** by Craig Walling

**Second** by Mike Bonfanti

**(0) NAYS**

**Motion passed**

**Agenda Item # 4. Advertising-Marketing Grant-Jambalaya Festival (Vote)**

The Board reviewed the application for the Jambalaya Festival to be held on May 24-26, 2019. The request for \$15,000 was for advertising for the event. After discussion, a motion was made to approve \$15,000 for advertising upon the execution of the Cooperative Endeavor Agreement.

**Motion** by Craig Walling

**Second** by Mike Bonfanti

**(0) NAYS**

**Motion passed**

**Agenda Item #5 Approval of Regular Board Meeting Minutes 2-12-19**

The minutes from the Regular Board Meeting on February 12, 2019 were reviewed by the Board and a motion was made to approve the minutes.

**Motion** by Craig Walling

**Second** by Mike Bonfanti

**(0) NAYS**

**Motion passed**

**Agenda Item #6 Approval of Executive Committee Meeting Minutes 2-21-19**

The minutes from the Executive Committee Meeting on February 21, 2019 via conference call were reviewed by the Board and a motion was made to approve the minutes.

**Motion** by Craig Walling

**Second** by Al Schof

**(0) NAYS**

**Motion passed**

**Agenda Item #7 Board Member Resignation (Vote)**

The Chairman reviewed the letter of resignation from Scott Duplechein. A motion was made to accept the resignation.

**Motion** by Mike Bonfanti



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**Second** by Al Schof

**(0) NAYS**

**Motion passed**

**Agenda Item # 8. Branding Update**

The Chairman reviewed the recommendation from the Branding Committee on a Destination Brand Name and theme line. All Board Members were in agreement with the selection to move forward.

**Agenda Item # 9. Treasurer's Report (Vote)**

The Finance Chairman reviewed the current Financial Statements including the Profit & Loss Budget vs. Actual and Balance Sheet with the Board. A motion was made to approve the current 2019 Financials.

**Motion** by Mike Bonfanti

**Second** by Craig Walling

**(0) NAYS**

**Motion passed**

**Agenda Item # 10. Amend Fiscal Policies and Procedures Manual (Vote)**

The Chairman reviewed with the Board the language to make one change and additional statements about the approval process and transfer of funds for the money market and checking accounts at Regions Bank. A motion was made to approve the revisions to the Fiscal Policies and Procedures Manual as presented in the Board Meeting.

**Motion** by Jeanne St. Germain

**Second** by Mike Bonfanti

**(0) NAYS**

**Motion passed**

**Agenda Item # 11. Investment Update**

Board Member, Mike Bonfanti reviewed with Board the status of the approved investment plan and the opening of a new money market account. He will continue to move forward with approved plan.

**Agenda Item # 12. Transfer of Funds (Vote)**

The Executive Director reviewed with the Board the opening of the money market account at Regions and the investment plan for this account. A motion was made to transfer \$71,000.00 from the Regions checking account to the Regions money market account.

**Motion** by Al Schof

**Second** by Jeanne St. Germain

**(0) NAYS**

**Motion passed**

**Agenda Item #13 Board Chairman's Comments**

none

**Agenda Items #14 Executive Director's Report**

none



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**Adjourn:**

Motion by Al Schof

Second by Jeanne St. Germain

(0) NAYS

Motion passed

*Rae Milano*

Rae Milano, Chairman

Date

4/9/19

*M. Boufanti*

~~Randall LeJeune~~ Secretary/Treasurer

*Mike Boufanti*

Date

4/9/19