



**Minutes of the Ascension Parish Tourism Commission
Regular Board Meeting
April 9, 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, 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 switch #4 and #6 in the agenda.

Motion by Craig Walling

Second by Mike Bonfanti

(0) NAYS

Motion passed

Agenda Item # 4. Officer Election (Vote)

The Chairman opened the floor for nominations for the officer position of Secretary/Treasurer. Michael Bonfanti was nominated and a motion was made to approve Michael Bonfanti as Secretary/Treasurer and a check signer. Michael Bonfanti will also serve as the Finance Chairman as stated in the Bylaws that Secretary/Treasurer will also serve as the Finance Chairman.

Motion by Craig Walling

Second by Al Schof

(0) NAYS

Motion passed

Agenda Item #5 Board Member Resignation (Vote)

The Chairman read the letter of Board Member Randall LeJeune's resignation. A motion was made to accept the resignation.

Motion by Craig Walling

Second by Jeanne St. Germain

(0) NAYS

Motion passed

Agenda Item #6 Approval of Regular Board Meeting Minutes 3-12-19

The minutes from the Regular Board Meeting on March 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 #7 Cooperative Marketing Grant Resolution (Vote)

The Executive Director explained the Cooperative Marketing Program offered through the Louisiana Office of Tourism and we will prepare an application for advertising reimbursement. A motion was made to approve a resolution authorizing Rae Milano, Chairman to sign contractual obligations on behalf of Ascension Parish Tourism Commission

Motion by Craig Walling



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Second by Al Schof
(0) NAYS
Motion passed

Agenda Item # 8. Treasurer's Report (Vote)

The Treasurer 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 Craig Walling
Second by Al Schof
(0) NAYS
Motion passed

Agenda Item # 9. Investment Update

The Treasurer reviewed with Board the status of the approved investment plan and the status of opening the money market account at Regions Bank. Because the account is not fully operational, the approved \$71,000 from the March 12, 2019 Board Meeting was not transferred at this time. He will continue to move forward with approved plan.

Agenda Item # 10. Transfer of Funds (Vote)

The Treasurer reviewed with Board the investment plan with United Community Bank. A motion was made to transfer \$120,000.00 from the UCB checking account into a 12 month CD with UCB.

Motion by Craig Walling
Second by Jeanne St. Germain
(0) NAYS
Motion passed

Agenda Item #11 Branding Update

The Executive Director gave an update from the Branding Committee Meeting held on April 8, 2019. The Branding Committee participated in a webex with Chandlerthinks to go over logos. After discussion, the committee requested Chandlerthinks to revise three logos and send them back to the committee for review.

Agenda Item #12 Board Chairman's Comments

The Board Chairman distributed packets for Financial Disclosure and collected signed acknowledgements that they received it. The Board Chairman also reminded Board Members that Ethics training is due by December 31, 2019.

Agenda Items #13 Executive Director's Report

The Executive Director stated the monthly report was sent via email to the Board. The Executive Director gave an update on the recent Canadian Sales Mission, upcoming FAM by the Ascension Hospitality Management Association and dates for Tourism Day at the Capitol.

Adjourn:

Motion by Al Schof
Second by Jeanne St. Germain
(0) NAYS



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Motion passed

Rae Milano, Chairman

Michael Bonfanti, Secretary/Treasurer

Date _____

Date _____