



**Minutes of the Ascension Parish Tourism Commission
Regular Board Meeting
July 9, 2019**

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

Meeting called to order by Chairman, Rae Milano

Present: Rae Milano, Craig Walling, Al Schof, Mike Bonfanti, Karen Hatcher and Gasper Chifici

Absent: Jeanne St. Germain

Also Present: Tracy Browning, Michael Calabro, and Sally Diez (Diez, Dupuy & Ruiz)

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 Al Schof

(0) NAYS

Motion passed

Agenda Item #4 Audit Review (Diez, Dupuy & Ruiz)

Sally Diez, with Diez, Dupuy & Ruiz, reviewed the Financial Statements and Statewide Agreed Upon Procedures as of December 31, 2018. It was noted that actual income was more than budgeted and actual expenses were less than budgeted with a strong Balance Sheet and good strong controls in place.

Although there was a minor compliance due to timing of a transaction, APTC has an overall good audit.

Agenda Item #5 Committee Appointments

The Chairman appointed Karen Hatcher to the Finance and Marketing Committees, Gasper Chifici to Personnel and Marketing Committees and Al Schof as the Marketing Chairman. All other committee members will continue as previously stated.

Agenda Item #6 Branding Video

The Executive Director provided three quotes and samples for creation of a branding video and :30 commercial from Chandlerthinks, Hard At It and Fire on the Bayou. A motion was made to approve Chandlerthinks to create the branding video and commercial.

Motion by Craig Walling

Second by Mike Bonfanti

(0) NAYS

Motion passed

Agenda Item #7 Approval of Regular Board Meeting Minutes 6-11-19

The minutes from the Regular Board Meeting on June 11, 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 # 8 Treasurer's Report (Vote)

The Treasurer reviewed the current Financial Statements including the Profit & Loss Budget vs. Actual



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and Balance Sheet with the Board. A motion was made to approve the current 2019 Financials.

Motion by Craig Walling

Second by Gasper Chifici

(0) NAYS

Motion passed

Agenda Item # 9. Transfer of Funds

The Treasurer requested a transfer of \$45,000 from the Regions Checking Account to the Regions Money Market Account as stated in the financial policy limits of funds for a necessary transfer. A motion was made to transfer \$45,000 from Regions Checking Account to Regions Money Market Account.

Motion by Craig Walling

Second by Al Schof

(0) NAYS

Motion passed

Agenda Item #10 Board Chairman’s Comments

None

Agenda Items #11 Executive Director’s Report

The Executive Director stated the monthly report was sent via email to the Board and also reported that the Wayside Exhibit Project is in production and discussed the possible unveiling event. Also, the Cajun Nationals Street Rod Show in October will need assistance of Board and Staff and opening event will be held at Houmas House in 2020 for Travel South Domestic Marketplace and APTC would like to be the main sponsor.

Adjourn:

Motion by Craig Walling

Second by Karen Hatcher

(0) NAYS

Motion passed

Rae Milano, Chairman

Michael Bonfanti, Secretary/Treasurer

Date _____

Date _____