



**Minutes of the Ascension Parish Tourism Commission  
Regular Board Meeting  
August 13, 2019**

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

Meeting called to order by Chairman, Rae Milano

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

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 Mike Bonfanti

**Second** by Jeanne St. Germain

**(0) NAYS**

**Motion passed**

**Agenda Item #4 Approval of Regular Board Meeting Minutes 7-19-19**

The minutes from the Regular Board Meeting on July 19, 2019 were reviewed by the Board and a motion was made to approve the minutes.

**Motion** by Craig Walling

**Second** by Karen Hatcher

**(0) NAYS**

**Motion passed**

**Agenda Item # 5 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 Gasper Chifici

**(0) NAYS**

**Motion passed**

**Agenda Item # 6. Approval of Financial Policy Change (Vote)**

The Treasurer reviewed two changes to the Financial Policy for the Secretary/Treasurer to receive alerts from the bank when transactions have been made in the money market account and the emergency fund to have no less than \$250,000 with an addendum indicating the details for the equity accounts. A motion was made to approve the changes as stated in the Financial Policy.

**Motion** by Craig Walling

**Second** by Al Schof

**(0) NAYS**

**Motion passed**

**Agenda Item # 7. Approval of Special Event for Wayside Exhibit Project (Vote)**

The Chairman and Executive Director reviewed the project installation coming up and a special event to unveil the panels to be held on November 19, 2019 in Donaldsonville with a presentation, unveiling,



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lunch and music. A motion was made to approve up to \$10,000 for expenses related to a special event for the unveiling of the wayside exhibit project.

**Motion** by Craig Walling

**Second** by Karen Hatcher

**(0) NAYS**

**Motion passed**

**Agenda Item # 8. Approval of Special Event for Travel South 2020 (Vote)**

The Chairman and Executive Director reviewed information about the special opening event for Travel South Domestic Showcase 2020 at Houmas House. The Executive Director is working closely with the Louisiana Office of Tourism and Houmas House to plan a special opening event for the kickoff off of the Travel South appointment show where over 700 tour operators and media are expected to attend. A motion was made to approve up to \$30,000 for expenses related to a special opening event at Houmas House for Travel South Domestic Showcase 2020.

**Motion** by Karen Hatcher

**Second** by Jeanne St. Germain

**(0) NAYS**

**Motion passed**

**Agenda Item #9 Board Chairman’s Comments**

The Chairman reminded the Board of the Marketing Meeting on August 23<sup>rd</sup> at 10:00am at the tourism office when Steve Chandler from Chandlerthinks will have a final presentation of the brand destination project. The Chairman also reminded those who have not yet completed the Ethics training to send in their certificates to Tina before December 31<sup>st</sup>.

**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 AC for upstairs had to be replaced and dates to remember are Ascension Hospitality Luncheon August 21<sup>st</sup> and Chamber Business Expo August 22<sup>nd</sup>.

**Adjourn:**

**Motion** by Craig Walling

**Second** by Gasper Chicifi

**(0) NAYS**

**Motion passed**

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**Rae Milano, Chairman**

\_\_\_\_\_  
**Michael Bonfanti, Secretary/Treasurer**

**Date** \_\_\_\_\_

**Date** \_\_\_\_\_