

NEWPORT COUNTY CONVENTION & VISITORS BUREAU

SPECIAL

BOARD OF DIRECTORS MEETING

Tuesday December 11, 2007

12:00M

Held at the Gateway Information Center

3rd Floor Meeting Room

MEETING MINUTES:

The meeting was called to order at 12:05pm by Acting Chair Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Acting Chair Len Panaggio, Mark Stenning, Susan Samson, Karen Oakley, Shirley Mello, Donna Kohler, Rocky Kempanaar, Katie Wilkinson, Stephen Coyne, Brian Arnold, William Clarke, Charron Reed, Greg Fater, Pieter Roos, Laurie Stroll

BOARD MEMBERS ABSENT & EXCUSED WERE: none

STAFF PRESENT WAS:

Evan Smith, Kathryn Farrington, Cathy Morrison, Tim Walsh, Ellen Crawley,

MEMBERS OF THE PUBLIC IN ATTENDANCE:

Attorney Russell Jackson

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for November 13th, were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Mark Stenning. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for November was read by Mark Stenning. City Bed Tax for September, 2007 was up 9.54% and Regional Bed Tax was up 13.49% for a combined YTD. growth of 10.52%. Mark reviewed the revenues and receivables for the month of November, 2007. A motion to accept the treasurer's report and Finance Committee report was made by Stephen Coyne and seconded by Karen Oakley. The motion passed unanimously.

III. SPECIAL ELECTION FOR OFFICERS:

- **Len Panaggio made a motion to vote by hand raising or using paper ballots, ballot voting passed unanimously.**
- **Ballots were passed to the board members to vote for chairperson. There were no additional nominations from the floor.**
- **The vote resulted in 3 candidates receiving votes but there was not a majority, discussion followed and another vote was recommended.**
- **Susan Sampson made a motion to have a run off election of the two highest vote getters. It was seconded by Mark Stenning. The motion passed unanimously.**
- **Karen Oakley and Len Panaggio were the highest vote getters.**
- **Ballots were passed for a second vote. Len Panaggio won 8-7 and became Chairman.**

Len Panaggio called for nominations from the floor for Vice Chairman, Len Panaggio nominated Karen Oakley. Greg Fater made a motion to approve Len Panaggio as Chair, Karen Oakley-Vice Chair, Mark Stenning-Treasurer, Pieter Roos- Secretary. The motion was seconded Katie Wilkinson. The motion passed unanimously.

IV. COMMITTEE STRUCTURE AND 2008 GOALS

Evan Smith gave a presentation of the structure and 2008 goals of the committees within the NCCVB Board of Directors. Committees are as follows:

- Governance**
- Finance**
- Sales & Marketing**
- Human Resources**
- Facilities**
- Retail**

Discussion followed regarding the committees and decision was made to nominate a Chair for each committee. A motion was made by Len Panaggio to nominate the following:

- Greg Fater-Governance Committee. The motion was seconded by Karen Oakley. The motion passed unanimously.**
- Mark Stenning-Finance Committee. The motion was seconded by Karen Oakley. The motion passed unanimously.**
- Laurie Stroll-Sales & Marketing Committee. The motion was seconded by Donna Kohler. The motion passed unanimously.**
- Pieter Roos-Human Resources. The motion was seconded by Karen Oakley. The motion passed unanimously.**
- Brian Arnold-Facilities Committee. The motion was seconded by Karen Oakley. The motion passed unanimously.**
- Stephen Coyne-Retail Committee. The motion was seconded by Donna Kohler. The motion passed unanimously.**

V. NEW BUSINESS:

- **Evan Smith discussed the cruise ship market and presented correspondence he received from Susan Monteverde, VP of Government Relations, American Association of Port Authorities (AAPA).**
- **Evan reported he, along with Charron Reed and Donna Kohler, met recently with Kathy Silvia, Joe Crawshaw, Tax Collector, Robert Sullivan, Fire Marshall for the City of Newport. The meeting was to discuss small lodging registration and tax collecting and increase the communication with the NCCVB and the city regarding these issues.**
- **A letter of thanks to the NCCVB for our donation of toys and games to the Martin Luther King Jr. Center for their Christmas Basket**

Program.

VI. ADJOURNMENT:

A motion was made to adjourn by Len Panaggio and seconded by Brian Arnold. It passed unanimously and the meeting adjourned at 1:22pm. The next NCCVB board meeting will be Tuesday, January 8th, at the Gateway Visitors Center, 3rd floor meeting room.