

**NEWPORT COUNTY CONVENTION & VISITORS BUREAU**

**BOARD OF DIRECTORS MEETING**

**TUESDAY, JUNE 10, 2008**

**12:00 P.M.**

**HELD AT THE NEWPORT HYATT REGENCY HOTEL**

**GOAT ISLAND**

**NEWPORT, RI**

**MEETING MINUTES:**

**The meeting was called to order at 12:07 p.m. by Chairman Len Panaggio/**

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Chairman Len Panaggio, Karen Oakley, Mark Stenning, Shirley Mello, Donna Kohler, Katie Wilkinson, Stephen Coyne, Charron Reed, Laurie Stroll, Susan Samson, William Clarke, Greg Fater**

**BOARD MEMBERS ABSENT & EXCUSED WERE:**

**Rocky Kempenaar, Pieter Roos**

**BOARD MEMBERS ABSENT & NOT EXCUSED WERE:**

**Brian Arnold**

**STAFF PRESENT WERE:**

**Evan Smith, Kathryn Farrington, Cathy Morrison, Debbie Gatta, Tim Walsh, Mary Ann Kelly**

**MEMBERS OF THE PUBLIC IN ATTENDANCE WERE:**

**Bart Dunbar, Richard Bailey, Perry Lewis**

**I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for May 6, 2008 were reviewed. A motion to accept the minutes was made by Karen Oakley and seconded by Katie Wilkinson. The motion passed unanimously.**

**II. TREASURER'S REPORT:**

**The financial report for May, 2008 was read by Mark Stenning. City Bed Tax for March, 2008 was up .94% and Regional Bed Tax was up 17.67% for a combined YTD growth of 4.86%. Mark reviewed the revenues and receivables for the month of May, 2008. A motion to accept the treasurer's report was made by Chairman Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously.**

### **III. PRESIDENT'S REPORT:**

**Evan Smith, President/CEO, reported on the following:**

- Evan presented an outline, which he developed, of key CVB and community updates that are relevant to the four goals set forth as part of the 2008-2010 Strategic Plan for discussion.**
- A June 1st Providence Journal article entitled "A Bright Spot for Jobs" was discussed. Board members agreed there is a need for educating the media and legislature regarding the hospitality industry.**
- Evan reported on a resolution to be presented at the next Newport City Council Meeting for a new "Valet Parking Program." This is a pilot program for valet parking in downtown Newport created by the Newport County Chamber of Commerce.**
- There was much discussion regarding the 7% bed tax legislation proposed by Sen. Teresa Paiva-Weed. It was decided the board would remain neutral at this time.**
- Evan reported that U-Haul is teaming up with the city of Newport to celebrate the official unveiling of the latest Super Graphic, highlighting the historic stone structure in Touro Park on Friday,**

**June 20, 2008 at 9:30 a.m. near the west end of Touro Park.**

#### **IV. RETAIL COMMITTEE REPORT:**

**Stephen Coyne reported on the following:**

- The Retail Committee met last week and came up with a game plan to start this sub committee. Letters of invite will be sent out for the next meeting.**
- There are also plans for a Fall Open House for retailers with a focus on how to maximize their businesses, especially in the off season and a Retail Expo to expose the public to local businesses.**

#### **V. FINANCE COMMITTEE REPORT:**

**Karen Oakley reported on the following:**

- The Finance Committee met and discussed setting up a line of credit with Bank Newport because the Bureau has drawn down its cash assets during the last 12 months and may need the line of credit if there is any delay in the state and city checks in July, 2008.**
- The Finance Committee will meet the first Friday of every month (except in July it will be June 27th) at 8:30 a.m. Debbie will prepare comparatives for the committee and all departments have been asked to be prudent with their expenses and to develop a contingency budget if revenues don't meet projections.**
- Greg Fater made a motion to approve the Finance Committee's recommendations and to authorize the signing of a line of credit for**

**\$100,000.00. It was seconded by Stephen Coyne and passed unanimously.**

## **VI. UNFINISHED BUSINESS:**

- **Susan Samson asked any board member who hasn't responded to the June 25th event at Sakonnet Vineyards to please do so as soon as possible.**

## **VII. NEW BUSINESS:**

- **Stephen Coyne introduced Bart Dunbar, Richard Bailey and Perry Lewis. They reported to the board about their efforts to purchase a steel vessel, to be renamed the Oliver Hazard Perry, which would be a vehicle for tourism, corporate team building, dockside events, and as an educational platform.**

- **Stephen Coyne made a motion authorizing Evan to write a letter of support for the purchase of the Oliver Hazard Perry. It was seconded by Bill Clarke and passed unanimously.**

- **Kathryn Farrington reported on the Destination Newport Coupon Book sponsored by Wyndham Resort and valued at over \$1,000.00.**

**Tim reported on the Destination Planner.**

- **The Marketing Meeting will be on Wednesday, June 11, 2008 at the Bay Voyage Inn in Jamestown.**

#### **VIII. ADJOURNMENT:**

**A motion was made to adjourn by Chairman Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously and the meeting adjourned at 1:37 p.m. There will be no board meeting in July. The next NCCVB board meeting will be held on Tuesday, August 12, 2008 at the Gateway Information Center, 3rd floor meeting room.**