

**NEWPORT COUNTY CONVENTION & VISITORS BUREAU**

**BOARD OF DIRECTORS MEETING**

**Tuesday, February 10, 2009**

**12:00 PM**

**HELD AT THE RESIDENCE INN MARRIOTT**

**325 WEST MAIN ROAD**

**MIDDLETOWN, RI**

**MEETING MINUTES:**

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

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Len Panaggio, Stephen Coyne, Laurie Stroll, William Clarke, Greg Fater, Brian Arnold, Mark Stenning, Pieter Roos, Donna Kohler, Rocky Kempenaar, Charron Reed, Ed Silveira, Susan Samson**

**BOARD MEMBERS ABSENT & EXCUSED WERE:**

**Karen Oakley, Katie Wilkinson**

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

**None**

**STAFF PRESENT WERE:**

**Evan Smith, Cathy Morrison, Kathryn Farrington, Ellen Crawley**

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

**Jonathan Stevens**

**Jeff Miller, Director of Operations for the Residence Inn Marriott, welcomed the board members and made a brief presentation about the hotel.**

**I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for January 13, 2009 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Bill Clarke. The motion passed unanimously.**

**II. TREASURER'S REPORT:**

**The financial report for January, 2009 was read by Mark Stenning. City Bed Tax for November, 2008 was down 5.57% and Regional Bed Tax was up 1.67 % for a combined YTD bed tax of -3.80%. Mark reviewed the revenues and receivables for the month of January, 2009. A motion to accept the treasurer's report for the month's of January was made by Greg Fater and seconded by Brian Arnold. The motion passed unanimously.**

### **III. PRESIDENTS REPORT:**

**Evan Smith reported on the following;**

- The proposed budget for the fiscal year starting 4/1/2009.**
- Even presented the proposed budget. The revenue reductions, included in this budget were outlined as well as the procedure for the NCCVB budget development.**
- Board members will review and approve final budget copy at the 3/10/09 meeting. Discussion followed. Evan requested the information regarding the proposed budget be held confidential.**
- Evan attended The Newport County Chamber of Commerce meeting this morning and a summary of the Valet Parking Plan was circulated. Discussion followed regarding the plan.**
- Evan reported to the board that the Goat Island causeway failed its structural test and may get a weight limit posting.**

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### **IV. COMMITTEE REPORTS:**

#### **A. FINCANCE COMMITTEE:**

**Mark Stenning stated the Finance Committee met on Tuesday, 2/3/09, at the International Tennis Hall of Fame and discussed the following:**

- The NCCVB proposed budget for the fiscal year starting 4/1/09.**
- Mark commended and the NCCVB executive staff for their hard work in balancing the budget.**

#### **B. SALES & MARKETING COMMITTEE:**

**Laurie Stroll stated the Sales & Marketing committee met on 1/30/09 and discussed the following:**

- The DOS meeting on 1/30/09 and how informative it was.**
- Laurie commented on the trade show agenda has changed due to the economy and budget cuts.**
- She also inquired about the Newport County Travel Guide. It is currently being printed and will available in March.**

#### **V. NEW BUSINESS:**

- Mark Stenning asked the board members if there was any information regarding the Newport Jazz and Folk Festival. He expressed his concern and will contact George Wein on the issue.**
- Bill Clarke stated that there will be a special Emeril Lagasse golf tournament to be held at the Newport Country Club in September, 2009.**

#### **VI. ADJOURNMENT:**

**A motion to adjourn was made by Ed Silveira and seconded by Bill Clarke. The motion passed unanimously. The meeting adjourned at 1:15 pm.**

**The next NCCVB board meeting will be held on Tuesday, March 10, 2009  
at a location TBA.**