

**NEWPORT COUNTY CONVENTION & VISITORS BUREAU**

**BOARD OF DIRECTORS MEETING**

**Wednesday, October 14 2009**

**10:00 AM**

**Held at**

**The Gateway Information Center**

**3rd Floor Meeting Room**

**MEETING MINUTES:**

**The meeting was called to order at 10:08 am by Chairman Len Panaggio.**

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Len Panaggio, Stephen Coyne, Laurie Stroll, Greg Fater, Brian Arnold, Donna Kohler, Charron Reed, Karen Oakley, Pieter Roos, Rocky Kempenaar, Ed Silveira, Bill Enos, Katie Wilkinson, William Clarke**

**BOARD MEMBERS ABSENT & EXCUSED WERE:**

**Susan Samson**

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

**None**

**STAFF PRESENT WERE:**

**Evan Smith, Kathryn Farrington, Tim Walsh, Deb Gatta, Ellen Crawley**

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

**None**

**I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for September 22, 2009 were reviewed.**

**A motion to accept the minutes was made by Len Panaggio and seconded by Karen Oakley. The motion passed unanimously.**

**II. TREASURER'S REPORT:**

**The financial report for September, 2009 was read by Evan Smith. City Bed Tax for July, 2009 was down 11.77% and Regional Bed Tax was down 9.77% for a combined YTD bed tax of -11.23%. Evan reviewed the revenues and receivables for the month of September, 2009. A motion to accept the treasurer's report for September was made by Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously.**

**III. PRESIDENTS REPORT:**

**Evan Smith reported on his various past and future activities including:**

**• The Tennis Channel filming a 30 minute special on Newport, RI today, 10/14/09.**

**• The Amica Marathon will start at the Visitors Bureau on 10/18/09 and they expect 4,000 runners to participate. Discussion followed. Also,**

**two cruise ships expected that day.**

- **Evan wants to meet with the City of Newport and the Facilities Committee regarding the parking for motor coaches and recommends a written policy be established.**

#### **IV. STAFF REPORTS:**

- **Tim Walsh reported on recent and upcoming activities with the Sales Department.**
- **Kathryn Farrington reported on recent and upcoming activities with the Marketing Department.**

**Len Panaggio presented Donna Kohler with a gift of appreciation for her service on the NCCVB Board of Directors, representing Jamestown. Donna gave her resignation effective November 1st.**

#### **V. COMMITTEE REPORTS:**

**Evan Smith stated that he sought a request for research funding for DMAI (Destination Marketing Association International) that he felt should seek advice from the Finance Committee. The Finance Committee agreed that discussion of the request should be with the full board. Discussion followed. Ed Silveira made a motion to reject the research funding for DMAI. The motion was seconded by Bill Clarke. The motion passed unanimously.**

#### **VI. UNFINISHED BUSINESS:**

- **Evan Smith presented the 4 nominations for board officers for the**

**next two years:**

**o Chairman – Len Panaggio**

**o Vice Chair – Karen Oakley**

**o Treasurer – Bill Clarke**

**o Secretary - Pieter Roos**

**• Evan asked the board members if they had any other nominations.**

**None were heard.**

**• Ed Silveira made a motion to nominate the slate of candidates as listed. Katie Wilkinson seconded the motion. The motion passed unanimously.**

**• Len Panaggio requested a meeting with the Finance Committee to reforecast the projected expenses, restoring programs and employee benefits. Discussion followed.**

**• Donna Kohler reported on the activities in Jamestown, Bill Enos reported on Tiverton, Katie Wilkinson reported on Portsmouth.**

**Evan Smith suggested the next board meeting be held at Sakonnet Vineyards on Tuesday, November 10, 2009. A vote was taken and the board agreed that the meeting would be held on that date and venue @ 3:00pm.**

## **VII. ADJOURNMENT:**

**A motion to adjourn was made by Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously. The meeting adjourned at 11:10am.**

**The next NCCVB board meeting will be held Tuesday, November 10th  
@ 3:00pm at  
Sakonnet Vineyards  
162 West Main Road  
Little Compton, RI 02837**