

NEWPORT COUNTY CONVENTION & VISITORS BUREAU

BOARD OF DIRECTORS MEETING

Tuesday, November 10, 2009

3:00 pm

Held at

Sakonnet Vineyards

162 West Main Road

Little Compton, RI 02837

MEETING MINUTES:

The meeting was called to order at 3:05 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Stephen Coyne, Laurie Stroll, Greg Fater, Brian Arnold, Karen Oakley, Rocky Kempenaar, Ed Silveira, Bill Enos, Katie Wilkinson, William Clarke, Susan Samson

BOARD MEMBERS ABSENT & EXCUSED WERE:

Charron Reed, Pieter Roos and Jamestown appointee could not attend due to a one day notification.

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

None

STAFF PRESENT WERE:

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

GUEST IN ATTENDANCE WERE:

Jim Farley, Lloyd Adams former members of the East Bay Tourism Council

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for October 14, 2009 were reviewed. Greg Fater noted that the minutes stated the today's board meeting was scheduled for 3:30pm. A motion to accept the minutes was made by Len Panaggio and seconded by Bill Clarke. The motion passed unanimously.

Susan Sampson, Owner of Sakonnett Vineyards, hosted today's board meeting and gave a brief history of the vineyard.

The members of the board and NCCVB staff introduced themselves and welcomed our guests, Jim Farley, Mount Hope Farms and Lloyd Adams, Bristol Harbor Inn.

II. TREASURER'S REPORT:

The financial report for October, 2009 was read by Treasurer Bill Clarke. City Bed Tax for August, 2009 was down 10.99% and Regional Bed Tax was down 9.87% for a combined YTD bed tax of -10.70%. Bill reviewed the revenues and receivables for the month of October, 2009.

Bill addressed the board regarding the financial report packets

presented. The board members agreed the financial report packets remain as currently presented.

A motion to accept the treasurer's report for October was made by Len Panaggio and seconded by Bill Enos. The motion passed unanimously.

III. PRESIDENTS REPORT:

Evan Smith thanked Susan and Earl Samson for hosting the board meeting. He welcomed

Jim Farley and Lloyd Adams and thanked them for their efforts to bring the unification of Bristol County and Newport County. The law was signed 11/09/09 and the NCCVB is renamed as Newport and Bristol County Convention and Visitors Bureau. Evan stated that he is working with Sail Newport to bid on the Volvo Regatta in May 2012.

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.**
- Cathy Morrison reported on recent and upcoming activities with the Operations Department.**

V. COMMITTEE REPORTS:

FINANCE COMMITTEE:

Bill Clarke reported on the following:

- **He met with Evan Smith and Deb Gatta and Bank Newport for briefing as the new Treasurer for the board of directors. He recommends staying on course with investment with Bank Newport.**
- **On 11/06/09 the Finance Committed met Evan Smith reported on the results of the meeting. Discussion followed.**
- **Evan made budget proposals, the Finance Committee approved and they were presented to the board members. Discussion followed**
- **Stephen Coyne made a motion to approve a 3% merit increase (effective January 1, 2010) to the NCCVB employees and a new investment up to \$25, 000 for trade shows and marketing. The motion was seconded by Katie Wilkinson. The motion passed unanimously.**

FACILITIES COMMITTEE;

Stephen Coyne reported on the following:

- **The Facilities Committee met on 11/03/09. He presented the issues discussed.**
- **There is no lease with the City of Newport for the building housing the NCCVB. Discussion followed.**

GOVERNANCE COMMITTEE:

Greg Fater reported on the following:

- **Legislation was passed on 11/09/09 to merge Bristol County with Newport County.**
- **Greg presented hard copy of the legislation and gave explanation. Term limits were discussed.**
- **The new legislative name is Newport & Bristol County Convention**

and Visitors Bureau.

- **The board will review a new “DBA” name that they feel best reflects the brand.**

VI. UNFINISHED BUSINESS:

- **Evan Smith sent the board members the email he received from Rep. Ray Gallison regarding the LNG facility debate and the position the board took. Discussion followed.**
- **Greg Fater made a motion to oppose the LNG facility legislation. Katie Wilkinson seconded the motion. The motion passed unanimously.**

VII. ADJOURNMENT:

A motion to adjourn was made by Greg Fater and seconded by Stephen Coyne. The motion passed unanimously. The meeting adjourned at 4:55pm.

There will not be a board meeting in December.