

NEWPORT COUNTY CONVENTION & VISITORS BUREAU

BOARD OF DIRECTORS MEETING

Tuesday May 10, 2011

12:00 pm

The Gateway

Information Center

3rd Floor Meeting Room

MEETING MINUTES:

The meeting was called to order at 12:03 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Greg Fater, Susan Coogan, Stephen Coyne, Laurie Stroll, Ed Silveira, Jon Cohen, Susan Samson, Rocky Kempenaar, Karen Oakley, Daniel Braun, Marlen Scalzi, Jeff McDonough, Katie Wilkinson, Pieter Roos, Stephan Brigidi

BOARD MEMBERS ABSENT & EXCUSED WERE: Bill Enos, Lisa Speidel

BOARD MEMBERS ABSENT & NOT EXCUSED WERE: None

STAFF PRESENT WERE: Evan Smith, Cathy Morrison, Kathryn

Farrington, Tim Walsh, Deb Gatta, Ellen Crawley

GUESTS PRESENT WERE: Terry Horsley, representing The Newport Daily Record, filmed the meeting.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for April 12, 2011 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Katie Wilkinson. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for April, 2011 was read by Stephen Coyne. City Bed Tax for February, 2011 was up 8.17%, YTD. Stephen noted that there was no payment from the State for the Regional Tax for February. He reviewed the revenues and expenses for the month of April, 2011.

A motion to accept the Treasurer's report for April was made by Len Panaggio and seconded by Pieter Roos. The motion passed unanimously.

III. PRESIDENTS REPORT:

Evan Smith reported on the following:

- Travel Research Expert, Peter Yesawich made a presentation at Rosecliff on 4/29/11 and it was very well attended.**
- 26th Annual Tourism Unity Luncheon will be held 5/11/11 at the**

Crowne Plaza in Warwick, RI.

IV. STAFF REPORTS:

A. SALES AND TOURISM:

Tim Walsh, Vice President of Sales reported on the status of the Sales Department and upcoming events.

B. Kathryn Farrington, Vice President of Marketing reported on the status of the Marketing Department and upcoming events.

C. Cathy Morrison, Vice President of Operations reported on the status of the first floor Information Center:

- The TAP Information System is currently in service**
- New ticketing system will be in place by the last week of May**
- A reservation desk has also been added.**

V. COMMITTEE REPORTS:

A. FACILITIES

Stephen Coyne reported on the following:

- The committee met with 4 architects regarding the first floor Information Center renovations. They selected Bob Douglas of Viaduct Advisors. The design competition will finalize at the beginning of August, 2011.**

B. SALES & MARKETING COMMITTEE:

Laurie Stroll reported on the following:

- **The Steering Committee met with Robert Leaver of New Commons regarding beginning the process of potential name change of NBCCVB.**
- **Board members will be interviewed regarding their opinions on name change. June is the target date for a decision.**

C. GOVERNANCE COMMITTEE:

Greg Fater stated Evan, Len and he met with Senator Teresa Paiva-Weed and discussed the concern regarding consolidating the tourism districts to one state district. They also discussed plans by the State Tourism Office to form a task force headed by Keith Stokes to organize a Tourism Advisory Council (TAC).

VI. UNFINISHED BUSINESS:

Len Panaggio reported Daniel Braun will now chair the HR Committee.

Events in Newport and Bristol County were discussed by representing board members.

VII. ADJOURNMENT:

A motion to adjourn was made by Len Panaggio and seconded by Ed Silveira. The motion passed unanimously. The meeting adjourned at 12:56 pm.

The next board meeting will be

Tuesday, June 14, 2011

At the Gateway Information Center

3rd floor meeting room