

**Newport & Bristol County Convention & Visitors Bureau**

**DBA Discover Newport**

**Board of Directors Meeting**

**12pm – Tuesday March 19, 2013**

**Held at:**

**The Gateway Information Center**

**3rd Floor Conference Room**

**MEETING MINUTES:**

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

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Len Panaggio, Stephen Coyne, Barbara Pelletier, Stephan Brigidi, Greg Fater, Laurie Stroll, Marlen Scalzi, Kathleen Seguin, Nancy Blount, Jeff McDonough, Pieter Roos, Rocky Kempenaar, Rick Peckham**

**BOARD MEMBERS ABSENT & EXCUSED WERE: Katie Wilkinson, Karen Oakley, Duncan Maio, Paul Rodrigues**

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

**STAFF PRESENT WERE: Evan Smith, Kathryn Farrington, Cathy Morrison, Tim Walsh, Alyson Adkins, Ellen Crawley**

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

**Jen Hetzel Silbert of Innovation Partners International**

**I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for February 19, 2013 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Stephen Coyne. The motion passed unanimously.**

**II. TREASURER'S REPORT:**

**The treasurer's report for February, 2013 was read by Treasurer, Stephen Coyne. City Bed Tax for December, 2012 was up 7.45%, YTD. Regional Bed Tax was up 3.66%, YTD. Bristol Bed Tax was down -2.28%, for a combined YTD Bed Tax, through December, 2012 of 6.32%. He reviewed the revenues and expenses for the month of February, 2013. A motion to accept the Treasurer's report for February, 2013 was made by Stephan Brigidi and seconded by Jeff McDonough. The motion passed unanimously.**

**III. PRESIDENTS REPORT:**

**Evan Smith reported on the following:**

- Evan stated that the fiscal year is winding down on a positive note and he thanked the Executive Staff and Finance Committee for input on the 2013/2014 proposed Fiscal Budget.**

- He noted that there is legislation submitted to the state for a head tax increase for cruise ship passengers. Discussion followed.
- The City of Newport is discussing and reviewing research regarding the potential of a motor coach fee. Discussion followed.

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

##### **A. GOVERNANCE:**

**Greg Fater reported on the following:**

- The Newport County Chamber of Commerce asked the CVB what position it would take on Senate Bill 242. Members of the Governance Committee shared their opinions about tolling the Sakonnet River Bridge. Discussion followed.
- Greg Fater made a motion to accept the statement of neutrality, approved by the Governance Committee, (statement: The Bridges of Newport and Bristol Counties are the critical access and vehicular arteries supporting the economy of our nine coastal communities and as a destination for visitors. The State of Rhode Island and Providence Plantations through our Elected Representatives and Senators should appropriately and adequately fund the maintenance of all the bridges). The motion was seconded by Stephen Coyne. The motion passed with one nay vote from Stephan Brigidi.
- Stephan Brigidi made a motion to vote in favor of the proposed legislation 242. The motion was not seconded. The motion did not pass.

## **B. FACILITIES:**

**Stephan Brigidi reported on the following:**

- The renovations to the first floor information center are going according to plan and schedule.**
- The Facilities Committee proposed the painting of the roof of the visitor's center. Evan Smith will discuss possible funding support with RIPTA (Rhode Island Public Transportation) and the City of Newport. Discussion followed.**

## **C. FINANCE:**

**Stephen Coyne reported on the following**

- The committee, along with Alyson Adkins, Discover Newport Finance Director, discussed the opening a Capitol Improvement account, for the Visitor's Center, be reconstituted creating a fund for expenditures. Stephen Coyne made a motion to create the Capitol Improvement account. The motion was seconded by Pieter Roos. The motion passed unanimously.**
- Alyson Adkins explained a TRI Collateral Agreement to protect cash assets at Bank Newport. Discussion followed.**
- The 2013/2014 proposed fiscal budget was presented to board members for review. Stephen Coyne made a motion to approve the 2013/2014 budget. The motion was seconded by Greg Fater. The motion passed unanimously.**

## **V. UNFINISHED BUSINESS:**

**Evan Smith outlined a proposed Board Retreat/Board Meeting for April 16th at Carnegie Abbey in Portsmouth, RI. He will reach out to**

**the board members and take a survey regarding attendance to finalize the plans.**

**VI. ADJOURNMENT:**

**A motion to adjourn was made by Len Panaggio and seconded by Stephan Brigidi. The motion passed unanimously. The meeting adjourned at 1:45pm**

**The next Board Meeting will be held  
Tuesday, May 21, 2013 @ 12pm  
At The Gateway Information Center  
3rd floor conference room**