

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

**DBA Discover Newport**

**Board of Directors Meeting**

**12pm – Tuesday February 18, 2014**

**Held at:**

**The Gateway Information Center**

**3rd Floor Conference Room**

**MEETING MINUTES:**

**The meeting was called to order at 12:10pm by Chairman Len Panaggio.**

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Len Panaggio, Barbara Pelletier, Nancy Blount, Stephan Brigidi, Greg Fater,, Rocky Kempenaar, Duncan Maio, Pieter Roos, Matt Gineo, Rick Peckham, Paul Rodrigues, Brewer Rowe, Marlin Scalzi, Kathleen Seguin**

**BOARD MEMBERS ABSENT & EXCUSED WERE: Karen Oakley, Rick Peckham, Laurie Stroll and Katie Wilkinson**

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

**STAFF PRESENT WERE: Evan Smith, Kathryn Farrington, Alyson Adkins, Anna Duffy**

**NOTE: The Jamestown board seat is currently vacant.**

**GUESTS PRESENT WERE: Susan Gill of the Tiverton EDC**

**I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for January, 2014 were reviewed by the board. A motion to accept the minutes was made by Evan Smith and seconded by Stephan Brigidi. The motion passed unanimously.**

**II. TREASURER'S REPORT:**

**The treasurer's report for January 2014 was read by Alyson Adkins for Katie Wilkinson. City Bed Tax for November, 2013 was up +2.60%, YTD. Regional Bed Tax was up +5.87%, YTD. Bristol Bed Tax was up +6.28%, for a combined YTD Bed Tax, through November, 2013 up +3.49%. She reviewed the revenues and expenses for the month of January 2014. A motion to accept the Treasurer's report for January, 2014 was made by Evan Smith and seconded by Rocky Kempenaar. The motion passed unanimously.**

**III. PRESIDENTS REPORT:**

**Evan Smith reported on the following:**

- Evan went over the projected budget for the year ended March 2015 handout. The new budget is to be voted on at the March 18th meeting. Alyson Adkins explained several highlights and discussion followed.**
- He introduced Susan Gill from the Tiverton EDC and told the board**

about his recent Tiverton Town Council presentation on the 2015 Volvo Race.

- Evan Smith and Len Panaggio presented to the newly formed Financial Review Committee of the Newport City Council representing the travel and hospitality industry contributions. Discussion followed.

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

##### **A. FACILITIES:**

Stephan Brigidi reported on the following:

- There was no committee meeting held.

##### **B. GOVERNANCE:**

Greg Fater reported on the following:

- There was no committee meeting held.

##### **C. FINANCE:**

Katie Wilkinson was absent:

#### **V. STAFF REPORTS:**

##### **A. SALES:**

Tim Walsh, Vice President of Sales was absent.

##### **B. MARKETING:**

Kathryn Farrington, Vice President of Marketing updated the Board on the current status and upcoming events of the Marketing Department.

##### **C. OPERATIONS:**

Cathy Morrison, Vice President of Operations was absent.

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

**Pieter Roos spoke about a study group, Save Our Streets which is lobbying to preserve historic streets and sidewalks before they are paved over by the city.**

**VII. ADJOURNMENT:**

**Due to the pending snow storm, a motion to adjourn was made by Len Panaggio and seconded by Matt Gineo. The motion passed unanimously. The meeting adjourned at 1pm.**

**The next Board Meeting will be held  
Tuesday, March 18th @ 12pm  
at The Gateway Center  
23 America's Cup Ave. Newport, RI**