

Newport & Bristol County Convention & Visitors Bureau

DBA Discover Newport

Board of Directors Meeting

12pm – Tuesday, October 20, 2015

Held at:

Gateway Information Center

23 America's Cup Ave

Newport, RI

MEETING MINUTES:

The meeting was called to order at 12:08pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Stephan Brigidi, Keith Chouinard, Rocky Kempenaar, Duncan Maio, Karen Oakley, Len Panaggio, Rick Peckham, Barbara Pelletier, Matt Plumb, Brad Read, Brewer Rowe, Rusty Sallee, Kathleen Seguin, Nancy Parker Wilson

BOARD MEMBERS ABSENT & EXCUSED WERE:

Nancy Blount, John Edick, Matt Gineo, Paul Rodrigues

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

STAFF PRESENT WERE: Evan Smith, Cathy Morrison, Anna Duffy, Kathryn Farrington, Tim Walsh, Alyson Adkins

GUESTS PRESENT WERE:

NOTE: Chairman Len Panaggio welcomed and introduced new board member Matt Plumb from The Brick Alley Pub representing restaurants.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for September 2015 were reviewed by the board. A motion to accept the minutes was made by Stephan Brigidi and seconded by Brewer Rowe. The motion passed unanimously.

II. PUBLIC COMMENT:

There were no comments from the public.

III. TREASURER'S REPORT:

The treasurer's report for September 2015 was read by Treasurer Brewer Rowe. City Bed Tax through July, 2015 was up +10.79%, YTD; Regional Bed Tax was up +17.81%, YTD; Bristol Bed Tax was up +2.88%, for a combined YTD Bed Tax, through July, 2015 up +12.59%. Brewer reviewed the revenues and expenses for the month of July 2015. A motion to accept the Treasurer's report for September 2015 was made by Stephan Brigidi and seconded by Duncan Maio. The motion passed unanimously.

IV. COMMITTEE REPORTS:

ELECTION AND NOMINATIONS:

Evan reviewed the responsibilities of the three open seats on the board; Secretary, Chairs for both the Governance and Sales Committees. Nominations were made and the following were voted to fill the seats; Keith Chouinard was elected to chair the Sales and Marketing Committee, Kathleen Seguin was elected to chair the Governance Committee and Barbara Pelletier was elected as the new board Secretary.

V. PRESIDENTS REPORT: Evan Smith reported on the following:

- Evan expressed his concerns over staffing of the Bristol Visitors Center at the Burnside Building on Hope St. The East Bay Chamber of Commerce has expressed interest in moving the operation to their lobby in Warren. Evan, Cathy Morrison and Stephan Brigidi have met with the Bristol Town Manager and the Chamber representatives to discuss options. No decision about 2016 has been made yet. Discussion followed.
- The Tiverton town council will meet on Nov. 9th to vote on the proposed casino. Representatives From Twin River will attend.
- Commerce RI has not hired any tourism staff to date.
- The Skating Rink proposal is getting close to reaching its funding goal.

VI. STAFF REPORTS:

A. SALES:

Tim Walsh, Vice President of Sales updated the Board on the current status and upcoming events of the Sales Department. The Tourism Sales Manager position is expected to be filled soon.

B. MARKETING:

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

Department. Newport Restaurant Week runs from 11/6-11/15 with over 55 restaurants participating so far. We are partnering with the RI Seafood Initiative to help promote local fishermen and products.

C. OPERATIONS:

Cathy Morrison, Vice President of Operations updated the Board on the current status and upcoming events in Operations. The Visitor's Center received a Certificate of Excellence Award from Trip Advisor. The Marriott gingerbread house will be in our lobby this holiday season.

VII. UNFINISHED BUSINESS:

VIII. NEW BUSINESS:

- Brad Read is working on the Volvo Ocean Race for 2018. The economic impact report details the income brought into the state by holding this event at Ft. Adams in May of this year.**
- Nancy Parker Wilson is attending a Portsmouth zoning board of review meeting on 11/5 regarding allowing farms in Portsmouth host events on their properties.**

IX. ADJOURNMENT: The meeting adjourned at 1:22pm.

**The next Board Meeting will be held
Tuesday, November 17, 2015 @ 12pm
The International Tennis Hall of Fame
Memorial Building
17 Memorial Avenue
Newport, RI**