



**Newport & Bristol County Convention & Visitors Bureau  
DBA Discover Newport  
Board of Directors Meeting  
12pm – Tuesday, September 20, 2016  
The Vanderbilt Grace Hotel  
41 Mary St.  
Newport R.I.**

**MEETING MINUTES:**

The meeting was called to order at 12:04pm by Chairman Len Panaggio.

**BOARD MEMBERS IN ATTENDANCE WERE:**

Nancy Blount, Stephan Brigidi, Keith Chouinard, John Edick, Matt Gineo, Rocky Kempenaar, Duncan Maio, Karen Oakley, Len Panaggio, Barbara Pelletier, Matt Plumb, Brad Read, Brewer Rowe, Kathleen Seguin

**BOARD MEMBERS ABSENT & EXCUSED WERE:** Duncan Maio, Rick Peckham, Frank Sallee, Nancy Parker Wilson

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

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

**GUESTS PRESENT WERE:** Buddy Croft and Eric Offenbergl from the RI Bridge and Turnpike Authority.  
Christine Sullivan from The Chanler Hotel

**I. PREVIOUS MEETING MINUTES:**

The previous meeting minutes for August 2016 were reviewed by the board. A motion to accept the minutes was made by Kathleen Seguin and seconded by Keith Chouinard. The motion passed unanimously.

**II. PUBLIC COMMENT:**

Buddy Croft, Executive Director and Eric Offenber, Director of Engineering from the Rhode Island Turnpike and Bridge Authority both reviewed in detail their 3-year strategic plan for maintenance of the 4 bridges. RITBA operates and maintains the Mount Hope Bridge, the Jamestown Verrazano Bridge, Rte. 138 through Jamestown, the Newport Pell Bridge, and the Sakonnet River Bridge which impacts all roadway travelers to our destination. Traffic updates, bridge maintenance, construction, lane closure information is available via [www.RITBA.org](http://www.RITBA.org) under "Real-Time Traffic". Discussion followed.

**III. TREASURER'S REPORT:**

The treasurer's report for August 2016 was read by Treasurer Brewer Rowe. City Bed Tax through June, 2016 was up +18.44%, YTD; Regional Bed Tax was up +6.16%, YTD; Bristol Bed Tax was up +10.31%, for a combined YTD Bed Tax, through June, 2016 up +14.78%. Brewer reviewed the revenues and expenses for the month of August 2016. A motion to accept the Treasurer's report for August 2016 was made by Duncan Maio and seconded by Rocky Kempenaar. The motion passed unanimously.

**IV. COMMITTEE REPORTS:**

FACILITIES: Stephen Brigidi reported on the following:

- The coffee kiosk in the visitor's center lobby has ended for the year.
- Renovation of the bus station shelters update - New England Collaborative architectural images and design plans for the bus station and visitors center exterior were reviewed. Removal of and scrapping of steel, diagonal parking for buses, plantings and permeable pavers are waiting on approval by the city council. RFP will go out for bids in Newport.

**V. UNFINISHED BUSINESS:** Evan Smith recommended participation in a 3-year strategic plan with Destination Next hiring Paul Ouimet to advise on future endeavors to compete with other destinations. This would be a \$19,000. investment. Discussion followed. Len Panaggio made a motion to accept this expenditure and was seconded by Brewer Rowe. The motion passed.

**VI. NEW BUSINESS:**

- a.) Election of Officers:** Ballots were filled out and tabulated. The newly elected positions for a 2-year term are:
- Chairman -Brewer Rowe
  - Vice Chair – Kathleen Seguin
  - Treasurer -Keith Chouinard
  - Secretary – Matt Gineo
- b.) Salute to our outgoing members:** Len Panaggio, Karen Oakley and Rocky Kempenaar were presented with gifts for their many years of service on the board.

**VII. ADJOURNMENT:** The meeting adjourned at 1:20pm

**The next Board Meeting will be held  
Tuesday, October 18, 2016  
Gateway Visitors Center  
23 America's Cup Ave.  
Newport, RI**