

Providence Tourism Council

Minutes to Board of Directors Meeting

December 3, 2008

Members Present: Paul Brooks, Donna Diorio, Jim McCarvill, Jack McConnell, Matt Montgomery, Deborah Brayton, Martha Sheridan (PW CVB), Tim Paulus

Also Present: Kristen Adamo, Susann Della Rosa, Kibbe Reilly, Susan Leach DeBlasio, Phyllis Blanchette, Brian Hodge, Terry Gallagher (Lou Hammond & Associates)

1. Call to Order: Chairman McConnell called the meeting to order at 12:00 PM. Special thanks to the PW CVB for providing a meeting room and beverages for the Board and its guests.

2. Approval of Minutes: The minutes of the August 7, 2008 meeting were distributed and unanimously approved upon motion and second.

3. Officers: Upon motion and second, the following officers were unanimously voted in for the 2008-2009 year; Jack McConnell – Chair; Paul Brooks -Vice-Chair; Jim McCarvill - Treasurer

4. By-Laws Amendment: Upon motion and second, a unanimous vote approved the amendment to the by-laws as attached.

5. Grants: Grants Committee Chair Paul Brooks presented the recommendations of the Grant Committee that were:

\$20,000 Garden Club of America Annual Convention

\$5,000 Providence for the Holidays PWCVB (Martha Sheridan recused herself from voting on this Grants request)

\$5,000 Trinity Rep. – changeable marketing banner (Chairman McConnell recused himself in the Grants Committee and the full Council in voting on this grant)

\$5,000 Federal Hill Columbus Day Festival 2008

\$25,000 Bright Nights (to be taken from the Fireworks account) for New Years Eve

\$80,000 Waterfire (\$50,000 for general support with the requirement that the PTC direct and sponsor a Waterfire – and \$30,000 to be paid directly to the Providence Police as a credit toward Waterfire’s bill from them for services provided)

In addition, the Committee recommended that a grant request be rejected – VIPS (because it was for a grant for a fundraiser) and that a grant request be tabled from First Works Providence (because the PTC grant guidelines prohibit funding after 3 years).

Upon motion and second, the recommendations of the Grant Committee were unanimously approved.

6 & 7. Joint Marketing Committee and Public Relations Presentation: Terry Gallagher of Lou Hammond & Associates reported on the public relations work done on behalf of the city. Martha Sheridan and Kristen Adamo presented a report on the activities and accomplishments of the PTC/PWCVB Joint Marketing Agreement

8. Old Business: Susann presented the balance sheet as of December 2, 2008 (attached). In addition, she presented and the chair received the final Audit report for FY 08. The only matter raised in a management letter concerned the funds held in excess of the FDIC insurance amount. The issue has been rectified.

8. New Business: None

9. Adjournment: Upon motion and second the meeting was adjourned at 1:30 PM