

**Providence Tourism Council  
d/b/a Providence Convention Authority  
Minutes to Board of Directors meeting**

**Thursday, April 21, 2016  
4:00PM**

**Meeting Room, Providence Public Library  
150 Empire St., Providence, RI**

**Members Present:** Rick Simone, Alex Gorriaran, James McCarvill, Jennifer Bramley, Meg Clurman, Doug Koenig

**Also Present:** Susann DellaRosa (accountant), Susan DeBlasio (counsel), Elise Swearington, Christina Robbio, Stephanie Fortunado

**I. Call to Order** Jennifer Bramley, Chair, called the meeting to order at 4:10 pm

**II. Minutes of Previous Meeting** Ms. Bramley called for the approval of the minutes of the Providence Tourism Council meeting of March 24, 2016. Alexis Gorriaran motioned to approve, Rick Simone seconded. Motion carried unanimously.

**III. Marketing/Lou Hammond Report and Providence Warwick Convention and Visitors Bureau Report** A brief report was presented by Christina Robbio. Many media visits on the calendar for next month; preparations for PVDfest and U.S. Gymnastics Championships are in full swing.

**IV. Financial Report** Accountant Susann DellaRosa presented financial report. Mr. Gorriaran motioned to accept the report, Meg Clurman seconded. Motion carried unanimously.

**V. Grant Committee Report**

**A.** Mr. Gorriaran reported on the following grant committee recommendations:

- i. AS220- Foo Fest Week: \$17,500
- ii. Quisqueya in Action- Dominican Festival and Parade: \$5000
- iii. Downtown Parks Conservancy- event programming: \$30,000
- iv. Flickers International Film Festival: \$15,000
- v. The Wilbury Theater Group- Fringe PVD Festival 2016: \$ 5000
- vi. Gallery Night: \$10,000
- vii. Hope Street Merchants Association- Spring Block Party: \$2500
- viii. Providence Preservation Society- Festival of Historic Homes: \$10,000
- ix. Rhode Island Council of Humanities- "Rhode Tour": \$19,500
- x. Rhode Island Philharmonic: \$30,000
- xi. RISD Museum- Marketing and year-round programming: \$10,000
- xii. Trinity Rep Theater- Downtown Mural- \$5000
- xiii. USA Gymnastics- Marketing and program initiatives: \$7,5000

- xiv. Doors Open RI- \$0
- xv. Hope Is Deauxp Fest-\$0
- xvi. Interactive Retail Map Shelf Dig-\$0
- xvii. Little Heroes Hockey-\$0
- xiii. Art League of RI- Support & Defend -\$0

**B.** Ms. Bramley recused herself from vote. Ms. Clurman motioned to approve grant committee award recommendations, Jim McCarvill seconded. Motion carried unanimously.

**C.** Mr Gorriaran reported on the following grant committee recommendation for denial:

- i. Everything Events tradeshow

**D.** Mr. Simone recused himself from the vote. Mr. Gorriaran motioned to approve recommendation, Ms. Clurman seconded. Motion carried unanimously.

**IV. Policies and Procedures report** Mr. Gorriaran suggested using an upcoming meeting to review bylaws and strategic planning.

**V. New Business** Ms. Bramley asked for suggestions on how to improve the grants process to help worthy groups move their grants forward. Stephanie Fortunado offered to provide grant writers guidance and technical support in their writing of complete and appropriate proposals. Susan DeBlasio advised the council is able to give conditional grants based on a range of criteria, and/or pay awards incrementally as prescribed benchmarks are met.

**VI. Adjournment** Ms. Bramley called for a motion to adjourn. Mr. McCarvill motioned to adjourn, Mr. Gorriaran seconded. Meeting adjourned at 4:23 pm.