

Convention Authority of the City of Providence
DBA Providence Tourism Council
Strategic Planning Meeting
May 24, 2018
Agenda

I. Overview - Goals of the day

II. Board Operations

- By-Laws
- Policies and procedures
- Open meetings
- Ethics code
- Roles & responsibilities of each position
- Executive board
- Committees - grants, finance, marketing, etc.
- Fiduciary responsibilities
- Administrative position

III. Grant Program

- Funding criteria and guidelines

IV. Partnerships

- Lou Hammond
- Arts, Culture & Tourism
- Providence/Warwick CVB

V. 2018/19 PTC Initiatives

- Goals
- Programs

VI. Finances

- Revenue & Expense Report
- Budget allocations and recommendations
- Fiduciary responsibilities

VII. Next steps

Next meetings: Finance, Marketing & Grant Committees

XI. Adjournment - Next Board Meeting: Thursday, June 21 @ 4pm.