

Warrensburg Convention & Visitors Bureau Minutes

Municipal Center-Council Chambers, 200 S. Holden

April 12, 2018 | 4 p.m.

A meeting of the Warrensburg Convention and Visitors Bureau was held on Thursday, April 12 at 4:10 p.m. at the Municipal Center-Council Chambers, 200 S. Holden, with President Sandra Irle presiding. Roll was called as follows: Present were: Kirsti Brunsvold, Sandra Irle, Tom Koenigsfeld, Tammy Leavy, and Cliff Gower and ex-officio member: Danielle Fesler. Absent: Don Butterfield and Rhonda Gelbach; and ex-officio members Danielle Johnston and Harold Stewart.

The adoption of the agenda was considered. Koenigsfeld made a motion to adopt the agenda. The motion was second by Gower. Motion passed.

Minutes of the February 8, 2018 WCVB meeting were considered. Brunsvold made a motion to approve the meeting minutes. The motion was second by Koenigsfeld. The motion passed.

Minutes of the March 8, 2018 WCVB meeting were considered. Leavy made a motion to approve the meeting minutes. The motion was second by Brunsvold. The motion passed.

Financial report provided by the WCVB director.

The director presented the board a proposal to offer an internship position this summer. The FY 17-18 budget would need to be amended. The director noted it may be difficult to obtain an intern due to the lateness in the announcement. Most students will have secured their internship prior to May 15. The total cost (wages and additional expenses-FICA, work comp and background check) for the WCVB would be \$ 1,743.41. The board discussed. Koenigsfeld made a motion the 2017-2018 budget be amended to allow the hiring of an intern or part-time coordinator at a rate of pay not to exceed \$9 per hour plus expenses pending approval by the City of Warrensburg.

The director presented the director's report. The annual meeting with the City Council is being scheduled with the Council. It is tentatively scheduled for Wednesday, May 30. The names for appointment/reappointment must be submitted to the City Council prior to the annual meeting in May. The election of officers will be held at the WCVB meeting following the annual meeting, possibly June. A retreat will be scheduled following the board appointment/reappointment and election of officers in June or July.

The City is sponsoring a food truck festival on Tuesday, April 17 on Missouri Street in front of the James C. Kirkpatrick Library from 4 p.m.-sunset. UCM is also a cosponsor. The rain date Wednesday, April 18, has been chosen.

The 2019 Missouri Division of Tourism Matching Marketing Grant will be submitted in May. MDT has advised the amount eligible for 2019 will be the same as 2018. Staff attended MDT's grant workshop on Thursday, April 5 in Jefferson City. During the workshop, we learned of a grant for photography/video services. Unfortunately, the deadline was Friday, April 6. Not having sufficient time to apply, WCVB will apply for a MDT Platform Services Grant in 2019-2020.



WCVB Board discussed the May meeting. Staff was directed to hold one meeting in May, the Annual Meeting with the Warrensburg City Council.

Sandy Irle discussed the services by One Platform, a social media management tool. It is primarily used for restaurants. Café Blackadder has found it to be very helpful with managing the multiple social media platforms. WCVB can utilize a similar service to be effective in reaching audiences and save time. The FY 18-19 will include the cost of the services for a social media management tool.

Koenigsfeld moved to close part of this meeting pursuant to Section 610.021 of the Revised Statutes of Missouri, relating to:

- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.
- (12) Documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

Yes: Brunsvold, Gower, Irle, Koenigsfeld, Leavy

