

## Warrensburg Convention & Visitors Bureau Minutes

Municipal Center-Council Chambers, 200 S. Holden

July 12, 2018 | 4 p.m.

A meeting of the Warrensburg Convention and Visitors Bureau was held on Thursday, July 12 at 4:01 p.m. at the Municipal Center-Council Chambers, 200 S. Holden, with Vice President Cliff Gower presiding. Roll was called as follows: Present were: Kirsti Brunsvold, Rhonda Gelbach, Cliff Gower, and Tom Koenigsfeld and ex-officio member: Danielle Fesler. Absent: Don Butterfield, Tammy Leavy and Sandra Irle; and ex-officio members Danielle Johnston and Harold Stewart.

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

Minutes of the April 12, 2018 WCVB meeting were not considered due to a lack of quorum able to approve. The minutes will be presented for approval at the Sept. 13 WCVB meeting.

Minutes of the June 14, 2018 WCVB meeting were considered. Koenigsfeld made a motion to approve the meeting minutes. The motion was second by Gelbach. The motion passed.

Financial report provided by the WCVB director.

The director presented the 2018-2019 budget for review. The budget was presented for initial review at the June 14, 2018 WCVB meeting. The director noted two revisions from the draft presented at the June meeting. Revenue line item "Grant" was decreased \$74 to \$7,161 (amount awarded by the Missouri Division of Tourism). Expense line item "Postage" was decreased \$74 to \$426 to make up the difference in revenue. The 2018-2019 budget will be presented for approval at the Aug. 9, 2018 WCVB meeting.

The director presented agreements with vendors included in the Missouri Division of Tourism grants for approval. The agreements included four ½ page ads with Missouri Life along with a sponsored route in the Motorcycle Guide (\$4,986), three ½ page ads with Show-Me Missouri (\$2,250) and nine months of search engine marketing services with Madden Media (\$2,250). Koenigsfeld made a motion authorizing the director to sign agreements with Missouri Life, Show-Me Missouri and Madden Media for the amounts presented. The motion was second by Gower. The motion passed.

The director presented the director's report. The board discussed the benefits of going paperless for board meetings. At the August meeting, the board will follow along with the meeting packet posted online. The director will print minimal meeting packets for the media. Following the meeting, the board will discuss its preference.

The WCVB Board recognized board members Don Butterfield's and Tammy Leavy's years of service and dedication to the WCVB. Butterfield and Leavy will be presented a certificate of appreciation by the director.

The meeting was adjourned.

