

# O T T A W A VISITORS CENTER

**Board Meeting Minutes  
December 17, 2018**

**Present:** Vice Chair Hank Wolf, Secretary Karen Zemann, Executive Director Curt Bedei, Scott Struchen, Caitlin Chrzanowski, Tom Justice, Heather Johnson, Sean Hodge, Chamber Director Boyd Palmer, City Liaison Reed Wilson **Absent:** Chair Matt Skelly, Treasure DeWayne Cronkright, Kevin Bressendorf, Mary Beth LeSeure, Jeff Heimsoth (ex-officio), Hans Andrews (Ex-Officio), City Liaison Nancy Stisser (ex-officio) **Guest:**  
Meeting Called To Order 5:05pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments		N/A	N/A
Chamber Report-Palmer	Postpone of Omniprize to 2020, Reed and Palmer talked with Sen Rezin and Yednock – Eco development, program for highschool job training, Christmas Farmers Market, Control panels at Norris drive	N/A	N/A

City Report- Wilson	Industrial Park – New inquiries, Commercial growth, Heritage Harbor, Anthony project, Holiday Inn, Subway, Dental Lab, 205 Main St project, Oktoberfest event for 2019, Cora Pope Home, I&M Canal SRC – Shaw Media website	N/A	N/A
Next Board Meeting	January 28th, 2018	N/A	N/A
Next Committee Meetings	Wednesday, Jan 9th, 2018– Operations 2p, Marketing 3p, Finance emailed	N/A	N/A
Review of Minutes		1. Moved by Scott Struchen 2 <sup>nd</sup> by Heather Johnson	1. Motion to accept the meeting minutes from Nov 26th, 2018. Motion carried
Old Business	1. CLE, L-D Mural – No update at this time. 2. Mural Committee Agreement – By-laws were submitted by Megan Cantlin with additions from last meeting.	2. Moved by Tom Justice 2 <sup>nd</sup> by Caitlin Chrzanowski	2. Motion to approves the By Laws and then send to mural committee

New Business	1. John Pugh contract extension	1. Moved by Tom Justice 2 <sup>nd</sup> by Scott Struchen	1. Motion to sign extension of contract with John Pugh.
Directors Report	TAP Grant, Chris Kringle market – well received – Mostly Chicago visitors, Looking for Renter, Storage Pod will be filled after 1t of the year, Looking For Lincoln press day went well – visitors guide, Portal signage for the entrance of town	N/A	N/A
Committee Report	Operations – Marketing – Sean talked about marketing Finance emailed –	Moved by Scott Struchen 2 <sup>nd</sup> by Karen Zemann	Motion to place December 2018 Finance report on file. Motion carried.
Adjournment	5:49pm	Moved by; Karen Zemann 2 <sup>nd</sup> by Caitlin Chrzanowski	Motion to adjourn. Motion carried
Executive Session			

Minutes submitted by Karen Zemann and typed by Curt Bedei, Meeting, December 17<sup>th</sup>, 2018 - Quorum was established