

O T T A W A

VISITORS CENTER

**Board Meeting Minutes
May 20, 2019**

Present: Chair: Matt Skelly, Secretary: Caitlin Parker, Kevin Bressendorf, Michael Cage, Sean Hodge, Heather Johnson, Tom Justice, Mary Beth LeSeure, Scott Struchen, Executive Director Curt Bedei, and Chamber Director: Boyd Palmer. **Absent:** Vice Chair: Hank Wolf. **Guests:** N/A

Meeting Called To Order 5:00pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments	N/A	N/A	N/A
City Report-Wilson	N/A	N/A	N/A
Chamber Report - Palmer	Transition planning, Meeting with City of Ottawa, Clover Tech, Business prospects, Living facility, Tour of Ottawa	N/A	N/A
Next Board Meeting	June 17, 2019	N/A	N/A
Next Committee Meetings	Wednesday, June 12th, 2019– Operations 2p, Marketing 3p, Finance emailed	N/A	N/A
Review of		1. Moved by	1. Motion to accept the meeting minutes

Minutes		Kevin Bressendorf 2 nd by Mary Beth LeSeure	from April 22, 2019. Motion carried.
Old Business	<ol style="list-style-type: none"> 1. CLE, L-D Mural – No update 2. Central Life Mural – No update 3. OVC Board Re-Appointment/ Officers. 	<ol style="list-style-type: none"> 3. Heather Johnson declined nomination for Treasurer. 3a. Moved by Heather Johnson 2nd by Kevin Bressendorf 3b. Tom Justice declined nomination for treasurer. 3c. Moved by Mary Beth LeSeure 2nd Tom Justice 	<ol style="list-style-type: none"> 3a. Motion to nominate Tom Justice as the new Treasurer of the OVC Board. Motion carried. 3c. Motion to table the discussion. Motion carried.
New Business	<ol style="list-style-type: none"> 1. June Board Meeting – moved up one week due to schedule conflict. Meeting will be June 17, 2019. 	<ol style="list-style-type: none"> 2. Moved by Tom Justice 2nd Kevin Bressendorf 	<ol style="list-style-type: none"> 2. Motion to approve reimbursement policy as written with the following amendment: change the word ordinance to resolution. Motion carried.

	<p>2. Reimbursement policy</p> <p>3. Board Member Committee Structure</p>	<p>3. Appointment by Chairman Matt Skelly</p>	<p>3. Chairman Matt Skelly appointment Michael Cage to the Marketing Committee.</p>
<p>Directors Report</p>	<p>Marketing materials provided for review. #OTTAWA letters installed on the courthouse lawn for Wine Fest. Drivers for Wine Fest secured. Looking for part-time employee to work the front desk. Social Media intern hired. MPP Grant was submitted – not yet awarded.</p>	<p>N/A</p>	<p>N/A</p>
<p>Committee Report</p>	<p>Operations –</p> <p>Marketing –</p> <p>Finance emailed –</p>	<p>Moved by Mary Beth LeSeure 2nd by Tom Justice</p>	<p>Motion to place April 2019 Finance report on file. Motion carried.</p>
<p>Adjournment</p>	<p>6:23 p.m.</p>	<p>Moved by Kevin Bressendorf 2nd by Tom Justice</p>	<p>Motion to adjourn. Motion carried</p>
<p>Executive Session</p>	<p>Personnel</p> <p>Roll call going in – Matt, Caitlin,</p>	<p>1. Moved by Sean Hodge 2nd by Scott Struchen</p>	<p>1. Motion to enter into executive session. Motion carried. 5:45 p.m.</p>

	<p>Kevin, Michael, Sean, Heather, Tom, Mary Beth, and Scott.</p> <p>Roll call coming out – Matt, Caitlin, Kevin, Michael, Sean, Heather, Tom, Mary Beth, and Scott.</p>	<p>2. Moved by Mary Beth LeSeure 2nd by Sean Hodge</p>	<p>2. Motion to exit executive. Motion carried. 6:22 p.m.</p>

Minutes submitted and typed by Caitlin Parker, Meeting, May 20, 2019 - Quorum was established