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## VISITORS CENTER

**Board Meeting Minutes**  
**March 23, 2020**

**Present:** Chair: Matt Skelly, Vice Chair: Hank Wolf, Treasurer: Tom Justice, Sean Hodge, Heather Johnson, Tom Justice, Mary Beth LeSeure, Kevin Bressendorf and Scott Struchen Executive Director: Curt Bedei, City Liaison: David Noble, and Chamber Director: Jeff Hettrick. **Absent:** Secretary: Caitlin Parker, Michael Cage,  
 Meeting Called To Order 5:01pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments	This meeting took place by phone because of the Corona Virus pandemic		
City Report-Noble	New Businesses that just opened are now closed, auto supply chain hurt, auto sales slowing, construction is still working, HR imaging laidoff, Distribution centers open, restaurants closed, carry-out or delivery, salons and barbers closed, some realty open and running.	N/A	N/A

Chamber Report - Palmer	Have reached out to area Chambers about Exelon impact, Info out to members about the pandemic, state and federal information as well as local information for small businesses, restaurant info shared, Rep.Sue Rezin conference call about small business options	N/A	N/A
Next Board Meeting	April 27, 2020	N/A	N/A
Next Committee Meetings	Wednesday, April 8, 2020– Operations 2p, Marketing 3p, Finance emailed	N/A	N/A
Review of Minutes		Moved by Tom Justice 2 <sup>nd</sup> by Scott Struchen	Motion to accept the meeting minutes from February 24, 2020. Motion carried.
Old Business	1. Budget Finance group met to discuss a couple of weeks ago as well as the Executive Committee. The budget and marketing plan is a good representation of the OVC plans. Ready to present	N/A	N/A

New Business	<p>1. Ottawa Letters</p> <p>A lot of discussion about renting, purchasing or building the Ottawa Letter from Wine Fest 2019. A new offer was given to the OVC for 30% off. Rent was 6' - \$3622 to purchase 5" – 7840</p> <p>Could we rent out to public or events? Do we want to offer them during a private event?</p> <p>Will revisit</p>		
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Directors Report	<p>We are working from home as the office is closed because of the pandemic, Still fully operational. Updating website and social media daily with news, restaurant info, events and positive messages. Social media is up with all the photos, video and restaurant to go list produced by Donna, Was part of a tourism webinar with regard to the pandemic, changing message slightly – Postpone, don't cancel, travel later. Working with area tourism reps to get our heads wrapped around how we move forward, LFL event and Freedom Project for the museum are postponed for 8 weeks, will revisit. Jefferson school will be doing some exterior wall work on the mural side, Peg Breslin is working with them and the original artist. Plan to start work in June, Peg will come back with an idea of what is needed from the OVC. Someone is interested in renting the office space next door, they wanted to know about installing carpet and painting walls.</p>	N/A	N/A
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Committee Report	Operations – Marketing – Finance emailed –	Moved by Scott Struchen 2 <sup>nd</sup> by Mary Sean Hodge	Motion to place February 2020 Finance report on file. Motion carried.
Adjournment	5:57 p.m.	Moved by Mary Beth LeSeure 2 <sup>nd</sup> by Heather Johnson	Motion to adjourn. Motion carried
Executive Session	N/A	N/A	N/A

Minutes submitted and typed by Curt Bedei, Meeting, March 23, 2020 - Quorum was established