

O T T A W A

VISITORS CENTER

Board Meeting Minutes

Monday, June 22, 2020

5:04 p.m.

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

Subject	Discussion	Decision	Next Steps - Motion
Public Comments	N/A	N/A	N/A
City Report - Noble	Business grants and city reopening discussed. Continue to have site leads. Construction underway for the metal pedestrian bridge over I-80, potential to be open by the end of the year. An update given on downtown construction projects. Canal rewatering discussed. Wayfinding signage underway.	N/A	N/A
Chamber Report - Hettrick	Farmer's Market kicked off with 10 vendors who are locked in through October. Grand re-opening/mock ribbon cutting of downtown took place. Re-shot promotional videos in partnership with the city. First virtual meeting with members on Friday, June 26 at 10 a.m.	N/A	N/A
Next Board Meeting	Monday, July 27, 2020	N/A	N/A
Next Committee Meetings	Wednesday, July 8, 2020 - Operations 1 p.m., Marketing 2 p.m., Finance emailed	N/A	N/A

Review of Minutes	N/A	Moved by Sean Hodge 2nd by Caitlin Parker	Motion to accept the meeting minutes from April 27, 2020 and May 18, 2020. Motion carried.
Old Business	N/A	N/A	N/A
New Business	TZO quote	After much discussion, no motion was made.	N/A
	Jefferson School mural - Thomas Melvin quote	No motion was made pending further information.	N/A
Director's Report	Staffing update was provided. A policies and procedures document was created for staff based on CDC guidelines regarding COVID-19. Receiving requests for materials. Vacant part of the facility has been rented. One parking spot designated for next door resident until further notice. Update on Lincoln the Great Communicator. Plans to reopen the facility on July 6.	N/A	N/A
Committee Report	Operations - Finance emailed - Marketing -	Moved by Hank Wolf 2nd by Sean Hodge	Motion to place May 2020 and June 2020 Finance reports on file. Motion carried.
Adjournment	6:02 p.m.	Moved by Kevin Bressendorf, 2nd Mary Beth LeSeue	Motion to adjourn. Motion carried.

Minutes typed and submitted by Caitlin Parker, Meeting, June 22, 2020 - Quorum was established