

O T T A W A

VISITORS CENTER

**Board Meeting Minutes
September 28, 2020**

Present: Chair: Matt Skelly, Vice Chair: Hank Wolf, Mary Beth LeSeure, Kevin Bressendorf, Michael Cage, Scott Struchen Executive Director: Curt Bedei, Chamber Director: Jeff Hettrick. **Absent:** Secretary: Caitlin Parker, Heather Johnson, Sean Hodge City liaison Dave Noble - Meeting Called To Order 5:07pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments	This meeting took place by phone/video because of the Corona Virus pandemic – quorum was established		
City Report-Noble	N/A	N/A	N/A

Chamber Report - Palmer	Membership is holding steady, The Chamber has a job opening available, quickbooks updated, Ottawa Warehouse is bringing in a lot of out of town people, Businesses are having issues filling job openings, Jeff and Dave continue to have retention visits, People are coming to Ottawa because they see it as a safe place and precautions are happening at businesses	N/A	N/A
Next Board Meeting	October 19, 2020 – originally October 26th	N/A	N/A
Next Committee Meetings	Wednesday, October 14, 2020– Operations 2p, Marketing 3p, Finance emailed	N/A	N/A
Review of Minutes		1 st Scott Struchen 2 nd Hank Wolf	Motion to accept minutes from August 2020 meeting with the addition of Peggy Schneider as a guest. Motion passed.

Old Business	<p>OVC Board/ Officers – Matt is still talking with board members to fill the position.</p> <p>Funding Agreement/ Budget committee – Curt will send 2019/20 agreement to the City and will begin working with the committee on the next fiscal budget and agreement. Matt, Hank and Scott will be a part of the committee</p>	N/A	N/A
New Business	1. CARES & Big 2 grant	N/A	N/A

Directors Report	Curt covered the necessary requirements for both opportunities. He has a meeting with NCICG on Friday to discuss options and approach for the CARES EDA grant. We are eligible but being competitive enough is a factor. The Board agreed that these opportunities were good ones to apply for. Restaurant Week saw great success, at least 40% of patrons participated because of the event. Marketing rackcards were delivered to TICs, Parking agreement is set to expire at the end of the month.	N/A	N/A
Committee Report	Operations – Marketing – Break The Ice Media Curt and Scott talked about the recovery road map marketing strategy provided by BTIM. This opportunity would help navigate a clear marketing strategy for recovery and a post pandemic market. Scott ask for additional information to be shared with the board about case studies. Finance emailed –	1 st Scott Struchen 2 nd Hank Wolf	Motion to place finances on file. Motion passed.
Adjournment	6:04 p.m.	1 st Kevin Bressendorf 2 nd Scott Struchen	Motion to adjourn. Motion passed

Executive Session	N/A	N/A	N/A
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Minutes submitted and typed by Curt Bedei, Meeting, September 28, 2020 - Quorum established