

# O T T A W A

## VISITORS CENTER

Board Meeting Minutes

Thursday, August 5, 2021

5:01 p.m.

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

Subject	Discussion	Decision	Next Steps - Motion
Public Comments	N/A	N/A	N/A
City Report - Noble	N/A	N/A	N/A
Chamber Report - Hettrick	<p>Added six new members since the last meeting. Hosting a drive-through job fair on August 17. Hosting an event at The Lone Buffalo. Hosting the annual dinner on September 23 at Starved Rock Lodge the theme is "Taking Business to New Heights". Have started reaching out to other chambers in the area to build partnerships. Jeff has been working with the City on a couple of projects. They are trying to ensure everyone has reached out for the PPP grants that they are being forgiven. They are working on a couple of big infrastructure projects. East Stevenson Road is ready to go. Working to improve internet speeds in Ottawa to 1 gig. Downside - they tear up flowerbeds.</p>	N/A	N/A
Next Board Meeting	Monday, August 23, 2021	N/A	N/A
Next Committee Meetings	Tuesday, August 10 & Wednesday, September 8 - Operations 1p, Marketing 2p	N/A	N/A

Review of Minutes	Review of minutes from May 24, 2021	Moved by Scott Strutchen, 2nd by Sean Hodge.	Motion to approve the minutes from May 24, 2021. Motion carried.
	The minutes from the July 26, 2021	Moved by Scott Strutchen, 2nd by Sean Hodge.	Motion to place the meeting notes from July 26, 2021 on file. Motion carried.
Old Business	N/A	N/A	N/A
New Business	Time Magazine Mural - was removed and is available to be installed on the Ottawa Visitor's Center building. Curt provided a quote from Designs & Signs by Anderson. The murals are currently being stored at the Ottawa Chamber at no cost.	Moved by Caitlin Parker, 2nd by Scott Struchen.	Motion to table the discussion. Motion carried.
	Spry Parking - Curt is working with the City and Police Chief to make a sign for the parking lot.	N/A	N/A
	Joey Urso Proposal	N/A	N/A
	WGN Radio - Curt was approached for a potential marketing opportunity through WGN. There is a potential to do the WGN Radio campaign instead of the website refresh. Curt to look into discussing this proposal with the Heritage Corridor.	Moved by Scott Struchen, 2nd by Heather Johnson.	Motion to proceed with "The Plan" from WGN for up to \$10,800. Motion carried. Opposed by Kevin Bressendorf.
	Committee Meetings - the set committee times aren't working for the board members and the invites are confusing. Curt to send a poll to each committee to gather feedback on best times to meet.	N/A	N/A

Director's Report	Curt and Jeff have been tasked by the City of Ottawa to discuss how to better collaborate between the two organizations with the ultimate goal of decreasing expenses while increasing efficiencies. Curt & Jeff sat down and reviewed the funding agreement, then paired it down into a business case. Looking into synergies for shared expenses. Currently tightly aligned - planning to take the joint business case to the Mayor. The full director's report was provided to the board in writing. On September 27, the steamboat will be coming to Ottawa from 8:30 a.m. - 12:30 p.m. Curt will begin working remotely until the birth of his child.	N/A	N/A
Committee Report		Moved by Caitlin Parker, 2nd by Scott Struchen.	Motion to place the June and July 2021 Finance reports on file. Motion carried.
Executive Session	6:11 p.m.	Moved by Matt Skelly, 2nd by Caitlin Parker	Motion to move into Executive Session for future planning. Motion carried.
		Present: Chair: Hank Wolf, Vice Chair: Matt Skelly, Secretary/Treasurer: Caitlin Parker, Kevin Bressendorf, Sean Hodge, Heather Johnson, Mary Beth LeSeure Scott Struchen	
	6:11 p.m.	Curt Bedei and Jeff Hettrick left the meeting.	

	7:04 p.m.	Moved by Scott Struchen, 2nd by Sean Hodge.	Motion to move out of Executive Session. Motion carried.
		Present: Chair: Hank Wolf, Vice Chair: Matt Skelly, Secretary/Treasurer: Caitlin Parker, Kevin Bressendorf, Sean Hodge, Heather Johnson, Mary Beth LeSeure Scott Struchen	
Adjournment	7:05 p.m.	Moved by Scott Struchen, 2nd by Sean Hodge.	Motion to adjourn. Motion carried.

Minutes typed and submitted by Caitlin Parker, Meeting, August 5, 2021 - Quorum was established