

O T T A W A

V I S I T O R S C E N T E R

Board Meeting Minutes

Thursday, November 4, 2021

11:05 a.m.

Present: Chair: Hank Wolf, Vice-Chair: Matt Skelly, Secretary/Treasurer: Caitlin Parker, Kevin Bressendorf, Mike Cage, Heather Johnson, Mary Beth LeSeure, Scott Struchen, and Chamber Director: Jeff Hettrick, City Representative: Dave Noble, and OVC Representative: Donna Reynolds.

Absent: Sean Hodge **Guests:** N/A

Subject	Discussion	Decision	Next Steps - Motion
Public Comments	N/A	N/A	N/A
Next Board Meeting	Will be set in early December in the Lincoln Board Room of City Hall, with a virtual option. Donna Reynolds will send an invitation.	N/A	N/A
Review of Minutes	Review of minutes from September 20, 2021	Moved by Scott Struchen, 2nd by Matt Skelly.	Motion to approve the minutes from September 20, 2021, as presented. Motion carried.

City Report - Noble	YMCA is close to reaching their financing and are in the final push of fundraising. Upcoming events - Honor Guard at Veteran's Park. Veteran's Day event in Washington Park. DeJavu's Christmas open house on November 12. Chris Cringle event and festival of lights that will go from the Washington Park to the Jordan Block ending with fireworks. Santa will be at the Jordan Block in a new house. Next year's event - Wine Fest (June), Cruise Night (night before father's day), Starved Rock Country Marathon (May 14), Ottawa Friendship Days (City-Sponsored), and Oktoberfest. Actively working on applying for a grant for the riverfront event venue. Requesting letters from residents to support the event venue.	N/A	N/A
Chamber Report - Hettrick	Working with OVC to host the Wine & Art Walk. There are 18 artists participating. Abraham Lincoln will be participating as well as fire spinners. 75-80% out of town visitors. Event ends at 8 p.m., which increases hospitality stays. Working to replace Karli. A presentation by Nicor on natural gas sustainability is scheduled for November 18, at 10 am, invitation has been extended to IVAC members.	N/A	N/A
OVC Report - Donna Reynolds	Kites in Flight is tentatively scheduled for May 14 - 15, depending on a grant that Donna is actively working. OVC had a busy month in October at least 101 visitors walked through the door. OVC has received two donations - a portable PA system and T-Shirts. After Thanksgiving, the OVC transitions into Holiday Hours (closed on Sundays). Donna's attending the Governor's Conference as the OVC is up for an award. WGN advertising is bringing in interested individuals. Donna is busy with Wine & Art Walk. Donna has shared committee reports with the committee members. Donna oversees 4 employees currently, but they are all part-time combining to less than 45-hours.		N/A
Old Business	N/A	N/A	N/A
New Business	OVC Report - to be discussed in the Executive Session		

Committee Report	Finance report was shared via email.	Moved by Matt Skelly, 2nd by Scott Struchen.	Motion to place the finance report on file.
Executive Session	11:28 a.m.	Moved by Scott Struchen, 2nd by Matt Skelly.	Motion to move into Executive Session for a discussion on OVC staffing. Motion carried.
		Present: Chair: Hank Wolf, Vice-Chair: Matt Skelly, Secretary/Treasurer: Caitlin Parker, Mike Cage, Heather Johnson, Mary Beth LeSeure, Scott Struchen, and OVC Representative: Donna Reynolds.	
	11:33 a.m.	Kevin Bressendorf joined the executive session.	
	11:54 a.m.	Scott Stuchen exited the executive session.	
	11:55 a.m.	Moved by Matt Skelly, 2nd by Mary Beth LeSeure.	Motion to move out of Executive Session. Motion carried.

		Present: Chair: Hank Wolf, Vice-Chair: Matt Skelly, Secretary/Treasurer: Caitlin Parker, Kevin Bressendorf, Mike Cage, Heather Johnson, Mary Beth LeSeure, and OVC Representative: Donna Reynolds.	
Adjournment	11:57 a.m.	Moved by Mary Beth LeSeure, 2nd by Caitlin Parker.	Motion to adjourn. Motion carried.

Minutes typed and submitted by Caitlin Parker, Meeting, November 4, 2021 - Quorum was established