

OTTAWA VISITORS CENTER

Board Meeting Minutes

Wednesday, June 15, 2022 - 4 p.m.

Present: Chair: Hank Wolf, Vice-Chair: Matt Skelly, Secretary/Treasurer: (Hank Wolf - substitute), Mary Beth LeSeure, Holly Gage, Holli Clark, Scott Struchen, OVC Representative: Donna Reynolds.

Absent: Heather Johnson, Rich Crum

Guests: Dave Nobel, Jeff Hetrick

Subject	Discussion	Decision	Next Steps - Motion
Call to Order	June 15, 2022 4:10pm		
Public Comments	None		
Next Board Meeting	July 20, 2022 4pm Location- Ottawa City Hall & Google Meet		
Review of Minutes	Review/Discussion regarding OVC Board Meeting Minutes held on May 12, 2022	Moved by: S_Struchen 2 nd by: M_LeSeure	Motion to approve OVC Board Meeting minutes from May 12 th as presented. Voted - Motion carried.
Finance Report	No discussion. Donna shared an update on the OVC Renter.	Moved by: S_Struchen 2 nd by: M_LeSeure	Motion to approve Finance Report as presented. Voted - Motion carried.
City Report - Noble	Dave Nobel provided an update on some of the city projects that he's involved with.	n/a	n/a
Chamber Report - Hetrick	Jeff Hetrick provided an update on recent activity with the Chamber of Commerce.	n/a	n/a
OVC Report – Donna Reynolds	Donna provided updates to OVC Board members prior to the meeting via email. Donna shared information at the meeting about the recent Pride Festival, her Team's Progress on The New Welcome Program, a New Promotional Program/Fund Raiser to be announced soon, and the OVCs involvement in upcoming downtown events.	n/a	n/a

	<p>Donna shared discussion items from a series of meetings she's having with other City of Ottawa event organizers.</p> <p>Donna reviewed her initial short term and long term objectives. She provided some detail on how she expects to grow measure social media connections. She will be providing more updates in future meetings.</p> <p>Donna discussed how the current \$500 spend limit policy has been burdensome for her to operate under.</p>		
Old Business	<p>Scott provided an update on the work being performed by the Marketing Committee. Items include;</p> <ul style="list-style-type: none"> • Unified Billboards Initiative • Way Finding Signage • Status of the Property adjacent to Thorntons Gas Station • Availability and Plans to utilize the Electric Kiosk that Rich Crum mentioned at the May 12th meeting. 	n/a	n/a
New Business	<p>The Board discussed the current spend policy and options to mitigate the challenges facing Donna in day to day operations.</p>	<p>Moved by: M_LeSeure 2nd by: H_Gage</p>	<p>Motion: Increase the Tourism Operations Manager's Spend Limit without requiring Board Committee, or Full Board Approval, from the current \$500 to \$1,500 per item.</p> <p>Motion - Voted - Motion carried.</p>
Executive Session	None		
Adjournment	5:15 p.m.	<p>Moved by: M_LeSeure 2nd by: H_Clark</p>	<p>Motion to adjourn.</p> <p>Voted - Motion carried.</p>