

# O T T A W A

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## VISITORS CENTER

**Board Meeting Minutes  
May 23, 2016**

**Present:** Chair Kevin Steward, Vice Chair Matt Skelly, Secretary Karen Zemann, Treasure DeWayne Cronkright, Executive Director Curt Bedei, Kevin Bressendorf, Mark Stoudt , Mary Olson, Hank Wolf, Jeff Heimsoth (ex-officio) City Liaison Reed Wilson (ex-officio), Chamber Director Boyd Palmer (ex-officio), **Absent:** Scott Struchen, Hans Andrews (Ex-Officio), City Liaison Nancy Stisser (ex-officio), Meeting Called To Order 5:01pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments		N/A	N/A
Chamber Report-Palmer	DOL wage seminar, Industrial site requests, Breakfast of Champions, SBDC	N/A	N/A
City Report-Wilson	Starved Rock Country, new businesses, Wine Fest update, Hotel	N/A	N/A
Next Board Meeting	Scheduled for Monday June 27th, 2016	N/A	N/A
Next Comittee Meetings	Wednesday, July 13th, 2016 - Operations 2p, Marketing 3p, Finance 4p drop off	N/A	N/A

Review of Minutes		Moved by DeWayne Cronkright; 2 <sup>nd</sup> by Karen Zemann	Motion to accept the meeting minutes from 4-25-16. Motion Carried
Old Business	Scott Struchen and Hank Wolf appointed to board-can hold on other appointees, Bimonthly meeting no, website committee and get rid of current site for a new one	Moved by Mary Olson 2 <sup>nd</sup> by Mark Stoudt	Motion to convene a committee for the new website consisting of Kevin Bressendorf, Karen Zemann, Hank Wolf and Curt Bedei. Motion carried
New Business	Summer intern-great experience, stipend under \$600, 2 quotes on copier/contract Mural signage ok	Moved by DeWayne Cronkright; 2 <sup>nd</sup> by Mark Stoudt	Motion to have a summer intern and develop a plan for the intern. Motion carried
Directors Report	Buffalo campaign working, BR # 8 search on our website, new post cards promoting campaign, Billboard is up Riverfest, Travel With Darley,	N/A	N/A
Committee Report	Operations DNM, Marketing – looked at new commercial, wine fest, riverfest, buffalo campaign all great	Moved by Kevin Steward; 2 <sup>nd</sup> by Matt Skelly	Motion to approve the finances as presented. Motion Carried.

Adjournment	6:15pm	Moved by Kevin Steward; 2 <sup>nd</sup> by Matt Skelly	Motion to adjourn. Motion carried
Executive Session		N/A	N/A

Minutes submitted by Karen Zemann and typed by Curt Bedei, Meeting May 23rd, 2016 - Quorum was established