



**MINUTES – BOARD MEETING
DESOTO PARISH TOURIST BUREAU**
115 N. Washington Ave.
Mansfield, LA
February 11, 2020
2:00

Board Members:

Present:

Donna Cagle
Margaret Dickerson
Shirley Payne
Mary Mac Thompson
Jean Williams

Not Present:

Charlotte Miller
Pam Rodgers

Guests Present:

Linda Curtis-Sparks
Wanda Rivers
Aaron Gates

Staff Present:

Julie Rogers
Heather Gannon

- I. **WELCOME & CALL TO ORDER, PLEDGE & PRAYER:** Welcome and called to order by President Margaret Dickerson. Jean Williams lead the pledge & prayer.
- II. **APPROVAL OF AGENDA:** Shirley Payne made a motion to approve the agenda; 2nd by Jean Williams. Motion passed.
- III. **PUBLIC COMMENT PERIOD:** Aaron Gates with the Mansfield State Historic Site spoke to the board stating that everything is going well with several events coming up. Some of the events are Park Day, Battle of Pleasant Hill Reenactment. Julie Rogers spoke for Tabatha Sparks who was not able to attend the meeting. Julie stated that the Episcopal Church would like to open the church for tours in conjunction with the DeSoto Quilters Quilt Show. Julie said that it would be free to the public and they would have refreshments.
- IV. **APPROVAL OF MINUTES** – January 2020 – Motion was made by Donna Cagle to approve minutes; 2nd by Shirley Payne. Motion passed.
- V. **APPROVAL OF FINANCIALS** – January 2020 – Motion to approve Financials made by Shirley Payne; 2nd by Donna Cagle. Motion passed.
- VI. **Old BUSINESS:**
 1. RV Parks Resolution update. Linda Curtis-Sparks led a discussion on RV Occupancy tax issue and the Board decided to go forward with the resolution.
 2. Grant for Dogtrot house roof. No word as of yet from the Battle of Pleasant Hill.
 3. Edna Thornton Memorial Tourism Award. The board nominated the Logansport Christmas Lighting Committee. Motion was made by Mary Mac Thompson; 2nd by Donna Cagle to accept and approve the nomination of the Logansport Christmas Lighting Committee for the Edna Thornton Memorial Tourism Award to be presented at Chamber Banquet. Motion Passed.

VII. **NEW BUSINESS:**

1. CPA Letter of Engagement, State Agreed Upon Procedures Engagement Letter, Louisiana Compliance Questionnaire and Board Member Audit Questionnaires. Julie Rogers handed out the packets for each board member to sign and turn in to be mail into the state.
2. Cooperative Endeavor Agreement with Cane River National Heritage Area. A motion was made by Shirley Payne; 2nd Mary Mac Thompson to enter into a Cooperative Endeavor Agreement with Cane River National Heritage Area. Motion Passed. Cane River will help with interpretation and signage for DeSoto Parish Tourism Plan.

VIII. **Director's Report:**

1. Julie Rogers gave an overview of her report. Julie spoke about the booth she attended at LARVC, upcoming events and various advertising placed.
 - a. A motion was made by Shirley Payne to approve the director's report; 2nd by Jean Williams. Motion Passed.
 - b. A motion was made by Mary Mac Thompson; 2nd by Jean Williams to approve the Resolution for budgetary authority for Director Julie Rogers to spend up to \$12,000 without board approval. Motion Passed

- IX. Report on Management activities. Linda Curtis-Sparks discussed the Product Development Grant, authority for director to hire an attorney for board matters, and a site visit for potential cabin development. A motion was made by Donna Cagle; 2nd by Shirley Payne to give Julie authority to hire an attorney for grants, RV park resolution, and other board matters. Motion Passed.

There being no further business, the meeting was adjourned.