



**MINUTES – BOARD MEETING
DESOTO PARISH TOURISM COMMISSION**
115 N. Washington Street
Mansfield, LA
MARCH 12, 2019
2:00 – 4:00 PM

- I. **WELCOME & CALL TO ORDER, PLEDGE & PRAYER:** President, Margaret Dickerson
- II. **BOARD MEMBERS:** Margaret Dickerson, Mary Mac Thompson, Donna Cagle, Charlotte Miller, Pam Rodgers, Shirley Payne, Jean Williams (Absent)
- III. **GUESTS ATTENDING:** Iris Harper, Linda Curtis-Sparks, Jackie McKinney (DPPJ Airport)
- IV. **APPROVAL OF AGENDA:** Charlotte Miller made motion to approve; second by Mary Mac Thompson. Motion passed.
- V. **Approval of Minutes** – February 2019 – Motion to approve – Mary Mac Thompson; 2nd Shirley Payne. Motion passed. Shirley Payne asked about grant guidelines. Margaret Dickerson suggested training by the committee to develop guidelines and parameters.
- VI. **Approval of Financials** – February 2019 – Motion to approve – Charlotte Miller; 2nd Pam Rodgers. Motion passed, no discussion.
- VII. **OLD BUSINESS:**
Report from Grant Committee: Margaret Dickerson stated that she will set a future date for setting guidelines for grants moving forward.
- VIII. **NEW BUSINESS:**
 1. Linda Curtis-Sparks: Discussion of voluntary agreement between Airbnb and Parish tax commission to collect. Stated this is a local issue. Parishes that were able to publicize bill in local newspaper will be included in the bill. The bill will clarify units – 1 bedroom plus and collect occupancy/sales taxes. AirBnb is willing to contract locally with parish sales tax collector 1x each year to give locations to local entity. DPTB publicized the bill in the Mansfield Enterprise 2x as requested.
 2. Linda Curtis-Sparks: Discuss new Policy & Procedures required by Louisiana Legislature Auditor. Approve in April.
 3. Linda Curtis-Sparks: Approve Emergency Fund Statement for Excess Funds on deposit (Vote). LACVB recommends this. Motion by Shirley Payne, 2nd by Charlotte Miller. Motion passed.
 4. Linda Curtis-Sparks: Officially name Mansfield Enterprise as Official Journal (Vote). Publish Notice of Time/Date of monthly meetings. This notice is to run one time. Motion made by Shirley Payne; 2nd by Charlotte Miller. Motion passed. No discussion.
 5. Linda Curtis-Sparks: Approval/Refusal Letter for Grant Program. This issue tabled until April meeting.
 6. Linda Curtis-Sparks: Discuss By-laws for Approval in May.
 7. Linda Curtis-Sparks: Approve Public Records Request Policy (Vote). Motion by Donna Cagle; 2nd by Mary Mac Thompson. Motion passed.

8. Linda Curtis-Sparks: Approve Letter of Confidentiality for the Desoto Parish Police Jury for the last 10 years of Occupancy Tax (Vote). Motion by Charlotte Miller; 2nd by Shirley Payne. All approved. Motion passed.
9. Linda Curtis-Sparks: Fish Statue Painting Process – Discussion regarding budget for all stages of this process. Expenses for artist, materials, moving, location to be determined. Maximum budget \$2,500 approved by board with \$1,000 to selected artist. Motion to approve Shirley Payne; 2nd Pam Rodgers. Motion passed.
10. Pam Rodgers: Report from Search Committee on selection of new Director (Vote). Pam Rodgers voiced the committee's recommendation for Director position and asked Linda Curtis-Sparks to make an offer and keep the board informed of process. Shirley Payne made a motion to accept recommendation; 2nd by Pam Rodgers. Motion passed.
11. Linda Curtis-Sparks: Report on Contract with Sabine Parish Tourism Commission (SPTC). Scope of responsibility introduced and discussed. Contract is for 12 months. SPTC will be responsible for all financials. SPTC will assist Desoto Parish Tourist Bureau with pending and upcoming state legislation, working with local communities and training new director.
12. Other items discussed. New brochure is in the final stages of design and the board recommended printing 20,000 due to the price break.
13. Meeting adjourned.