



**MINUTES – BOARD MEETING
DESOTO PARISH TOURIST BUREAU**
115 N. Washington Ave.
Mansfield, LA
October 13, 2020
2:00 pm

- I. **ROLL CALL:** Roll call was made by Executive Director Julie Rogers. Present by teleconference; Margaret Dickerson and Shirley Payne. Present in person; Charlotte Miller, Pam Rodgers, and Mary Mac Thompson. Not present; Donna Cagle and Jean Williams.
- II. **WELCOME & CALL TO ORDER, PLEDGE & PRAYER:** President Margaret Dickerson welcomed everyone and called the meeting to order. Margaret Dickerson led the pledge and prayer.
- III. **APPROVAL OF AGENDA:** Motion was made by Charlotte Miller to approve the October 2020 Agenda. 2nd by Shirley Payne. Motion Passed.
- IV. **PUBLIC COMMENT PERIOD:** No guests present.
- V. **APPROVAL OF MINUTES:** Motion was made by Pam Rodgers to approve September 2020 Minutes. 2nd by Charlotte Miller. Motion Passed.
- VI. **APPROVAL OF FINANCIALS:** Motion was made by Charlotte Miller to approve August 2020 Financials. 2nd by Mary Mac Thompson. Motion Passed.
- VII. **OLD BUSINESS:**
 - a. Present 2021 Budget (to be voted on at November meeting). Julie Rogers presented a rough draft of the 2021 Budget to the Board for approval at the November meeting.
 - b. Amend Health Insurance amount. A motion was made by Pam Rodgers to amend the Health Insurance amount. 2nd by Mary Mac Thompson. Motion Passed.
- VIII. **NEW BUSINESS:**
 - a. Revise Policies and Procedures. Upon the recommendation of Dees Gardner, CPA, several changes were made to the Policies and Procedures which will be voted on at the November meeting.
 - b. Amend Iris Harper's contract. A motion was made by Charlotte Miller to amend Iris Harper's contract with the Bureau. 2nd by Pam Rodgers. Motion Passed.
 - c. Performance review for Director. Julie Rogers will be sending out a copy of her contract along with surveys to all Board members. Each Board member will complete and return to President Margret Dickerson to score and compile surveys.
 - d. Ethics training reminder due. Julie Rogers reminded everyone to complete the ethics training by 12/31/20.

- e. Tourism study signage text. Rebecca Blankenbaker of Cane River National Heritage Area is working on the tourism signage text and it should be available for next month's meeting.
- f. Logansport Christmas Festival request. Due to the Logansport Christmas Festival being a six-eight week tourism attraction, a Motion was made by Charlotte Miller to fund \$8000 to the Logansport Christmas Festival for the manlift, lights, cords and timers and up to \$2000 for advertising. 2nd by Pam Rodgers. Motion Passed.
- g. Adopt Mansfield Enterprise as Official Journal for 2021. Motion was made by Pam Rodgers to approve the Mansfield Enterprise as the Official Journal. 2nd by Mary Mac Thompson. Motion Passed.
- h. DeSoto Arts Council (DAC) website request. The Tourist Bureau added an Arts tab to the website to be able to link with DAC and other art and cultural organizations.

IX. **DIRECTOR'S REPORT:** With terms expiring in 2020, Shirley Payne and Mary Mac Thompson agreed to serve another three-year term on the Board. Motion was made by Pam Rodgers to assist the Town of Logansport with improvements in the amount of \$20,000 for the restrooms at the Gordon Chandler Pavilion at Riverfront Park in Logansport, an integral part of tourism development in DeSoto Parish. 2nd by Charlotte Miller. Motion Passed.

X. **APPROVAL OF DIRECTORS REPORT:** Motion was made by Mary Mac Thompson to approve Director's Report. 2nd by Shirley Payne. Motion Passed.

XI. **ADJOURNMENT:** Motion was made by Charlotte Miller to adjourn. 2nd by Shirley Payne. Motion Passed.

The next scheduled Board meeting will be Tuesday, November 17, 2020 at 2:00. (Please note this is a change in the regularly scheduled meeting date due to a schedule conflict for Travel Summit in Lake Charles)