

**NATCHEZ CONVENTION PROMOTION COMMISSION**

**Regular Meeting**

**St. Francisville - Natchez Convention Center**

**211 Main Street**

**Natchez, MS 39120**

**Wednesday, September 16, 2020 1:07 pm**

Commissioners Present: Katie McCabe, Lance Harris, Helen Moss Smith, & Dana Wilson

Commissioners Absent: Barbara Bruce

Staff: Jennifer Combs, Lynsey Smith, & Stratton Hall

Guests: Walter Tipton & Peyton Cavin

**CALL TO ORDER & WELCOME**

- Lance Harris called the meeting to order and welcomed everyone.

**APPROVE MINUTES**

**Dana Wilson motioned, seconded by Helen Smith, to approve the minutes from August 19, 2020.**

**The motion carried unanimously.**

**FINANCIALS**

- Peyton Cavin presented the financials including the payment docket.

**Katie McCabe motioned, seconded by Dana Wilson, to approve the financials and payment docket as presented.**

**The motion carried unanimously.**

**VISITORS**

- Walter Tipton provided a report of current and upcoming bookings as well as upcoming site visits.

**OLD BUSINESS**

- Lance Harris presented a letter from Y'all Means All regarding a change to their previously approved plans due to COVID safety. The commission reviewed the letter and acknowledge the change in the event.
- Lance Harris presented a letter from Margaret Perkins with Fusion Entertainment stating the Top Shot event would not take place as planned and funding would be returned.
- Lynsey Smith presented a request from Jackie Wilde with Magnolia Cottage Bed and Breakfast citing the previously approved request could not take place with the details presented due to regulations issued by Governor Reeves but that she is planning a series of new events October

10<sup>th</sup> and December 12<sup>th</sup>. The commission reviewed the information and acknowledged the request as a change to the approved request.

### **NEW BUSINESS**

- Lance Harris put on record the electronic communication approval of the Mississippi Tourism Recovery Fund plan and budget from August 24<sup>th</sup> and 25<sup>th</sup>, 2020.
- Jennifer Combs and Lynsey Smith presented multiple Tourism Economic Recovery Stimulus fund requests.

**Katie McCabe motioned, seconded by Helen Smith, to approve the Tourism Economic Recovery Stimulus Funding Request from Pilgrimage Garden Club for \$5,000 for Longwood Afternoon to be held October 31, 2020.**

**The motion carried unanimously.**

**Lance Harris motioned, seconded by Katie McCabe, to approve the Tourism Economic Recovery Stimulus Funding Request from RSAA, Inc. for \$1,200 for Tour the Trace Race to be held November 23, 2020.**

**The motion carried unanimously.**

**Katie McCabe motioned, seconded by Dana Wilson, to approve the Tourism Economic Recovery Stimulus Funding Request from OutsideIN MS for \$2,500 for marketing expenses to promote new nature-based programming.**

**The motion carried unanimously.**

**Lance Harris motioned, seconded by Dana Wilson, to approve the Tourism Economic Recovery Stimulus Funding Request from Historic Natchez Foundation for \$5,000 to research, create, and install large informational panels to help interpret slavery at several sites throughout the city.**

**The motion carried unanimously.**

- Lynsey Smith provided an update on a previously funded request from Friends of Forks of Roads Society, Inc citing the date will likely change and additional information will be provided once more details are known.

**Lance Harris motioned, seconded by Katie McCabe, to accept the Resolution as presented:**

### **RESOLUTION OF THE NATCHEZ CONVENTION PROMOTION COMMISSION**

The Natchez Convention Promotion Commission (hereinafter the NCPC) took up for consideration matters related to those bank accounts for operating and marketing currently held at Home Bank, Natchez, Mississippi and related to the retirement of Jennifer Ogden Combs. Matters to be considered include revising the signatories on both accounts; cancelling the Home Bank credit card issued in Jennifer Combs

name effective 9/30/2020 at 5:00pm; adding Helen Moss Smith to the NCPC's online banking account with Home Bank.

After a discussion of the subject, Commissioner \_\_\_\_\_ offered and moved for the adoption of the following resolution:

**RESOLUTION OF THE NATCHEZ CONVENTION PROMOTION COMMISSION CONFIRMING THE MATTERS LISTED BELOW RELATED TO THE BANK ACCOUNTS CURRENTLY HELD AT HOME BANK, NATCHEZ, MISSISSIPPI:**

**WHEREAS**, the NCPC hereby finds, determines, adjudicates, and declares as follows:

1. The bank accounts for operating and marketing for the NCPC are currently held at Home Bank, Natchez, Mississippi.
2. The accounts are under the NCPC's tax ID number: 64-0603162.
3. Jennifer Ogden Combs is retiring effective 9/30/2020 at 5:00pm.
4. All checks require two signatures. The signatories on the account are to be: Lynsey Smith, Interim Director, Commissioners Virginia Johnson McCabe, Secretary/Treasurer, Barbara Bruce, Helen Moss Smith, and Dana Wilson.
5. The Home Bank credit card in the name of Jennifer Ogden Combs is to be cancelled effective 9/30/2020 at 5:00pm.
6. Jennifer Ogden Combs is to be removed from the online banking account with Home Bank effective 9/30/2020 at 5:00pm.
7. Helen Moss Smith is to be added to the online banking account with Home Bank.

**NOW, THEREFORE, BE IT RESOLVED BY THE NCPC THAT THE NAMES LISTED BELOW ARE TO BE SIGNATORIES ON THE OPERATING AND MARKETING ACCOUNTS CURRENTLY HELD AT HOME BANK, NATCHEZ, MS.; ACTION WILL BE TAKEN TO CANCEL THE CREDIT CARD AT HOME BANK IN THE NAME OF JENNIFER OGDEN COMBS, AND TO REMOVE JENNIFER OGDEN COMBS FROM THE ONLINE BANKING ACCOUNT AT HOME BANK; AND HELEN MOSS SMITH WILL BE ADDED TO THE ONLINE BANKING ACCOUNT AT HOME BANK.**

Commissioner \_\_\_\_\_ seconded the motion to adopt the foregoing resolution, and the question being put to a vote, the result was as follows:

Commissioner Lance Harris \_\_\_\_\_  
Commissioner Katie McCabe \_\_\_\_\_  
Commissioner Barbara Bruce \_\_\_\_\_  
Commissioner Helen Moss Smith \_\_\_\_\_  
Commissioner Dana Wilson \_\_\_\_\_

The motion has received the affirmative vote of the majority of the members present, the Chairman declared the motion carried and the resolution adopted, on this the \_\_\_\_\_ day of September, 2020.

\_\_\_\_\_  
LANCE HARRIS, PRESIDENT/CHAIRMAN  
Natchez Convention Promotion Commission

**The motion carried unanimously.**

### **PRESIDENT/CHAIRMAN REPORT**

- Lance Harris discussed recent correspondence with the City of Natchez regarding event ticketing for the City of Natchez and that it has been decided the city would continue to offer ticketing services at the Visitor Center for the time being.
- Lance Harris discussed recent correspondence with the City of Natchez and Natchez Inc. regarding marketing assistance for a relocation package incentive program.

### **COMMISSIONERS' REPORT**

- Katie McCabe discussed the need to schedule a special call meeting prior to the end of the month to address Fiscal Year 2020 budget amendments and to approve today's minutes with the approved resolution.

### **DIRECTOR'S REPORT**

- Jennifer Combs presented a report including a status update on the Mississippi Tourism Recovery Funding including an approved plan for administration of the funds.
  - Discussion occurred on the various requirements of the grant.

**Lance Harris motioned, seconded by Helen Smith, to approve the Natchez Convention Promotion Commission and Visit Natchez Mississippi Tourism Recovery Fund CARES Act Programmatic Requirements, Policies, and Procedures with the caveat that it states MTRF throughout the document and DMO is defined in the document as well.**

**The motion carried unanimously.**

### **NEXT MEETING**

- Wednesday, October 21, 2020

### **ADJOURN**

**Lance Harris motioned, seconded by Katie McCabe, to adjourn at 2:55 pm.**

**The motion carried unanimously.**

Attachments: Agenda

- Agenda
- Notice of Venue Change
- Y'all Means All Letter
- Top Shot e-mail
- Mississippi Tourism Recovery Fund budget approval e-mail
- Executed Resolution

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Lance Harris, Chairman

ATTEST:

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Katie Johnson McCabe, Secretary / Treasurer