

NATCHEZ CONVENTION PROMOTION COMMISSION

Regular Meeting

Wednesday, October 21, 2020 1:04 pm

Commissioners Present: Katie McCabe & Lance Harris in person, Helen Moss Smith, Dana Wilson, & Barbara Bruce on phone
Commissioners Absent: None
Staff: Darrell White, Lynsey Smith, Stratton Hall, & Katie Ernst
Guests: Walter Tipton & Peyton Cavin

CALL TO ORDER & WELCOME

- Lance Harris called the meeting to order and welcomed everyone.
- Lance Harris noted that some commissioners are in attendance by telephone and all votes will be conducted via rollcall.

APPROVE MINUTES

Lance Harris motioned, seconded by Katie McCabe, to table the minutes from September 28, 2020.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith – Y
- Dana Wilson – Y
- Barbara Bruce – Y

The motion carried unanimously.

FINANCIALS

- Peyton Cavin presented the financials including the payment docket

Katie McCabe motioned, seconded by Barbara Bruce, to accept and approve the payment docket as presented.

- Lance Harris - Y
- Katie McCabe -Y
- Dana Wilson – Y
- Helen Smith – Y
- Barbara Bruce – Y

The motion carried unanimously.

NATCHEZ CONVENTION CENTER REPORT

- Walter Tipton provided a report detailing recent activities and upcoming events and uses of the facility. He also provided information on events held during the Balloon Race weekend and the positive feedback received regarding so many different events being spread around town.

OLD BUSINESS

- Lance Harris presented information on the previous Movies on the Mississippi funding request and discussed the relationship and change within the organization becoming a private for-profit company from the previous request made through the Chamber of Commerce. Discussion occurred regarding the funds raised by the event and no longer going to the original purpose. Lance Harris will convey to the Natchez Chamber of Commerce that they should consider returning the money after expenses are covered.

Lance Harris motioned, seconded by Katie McCabe, to empower Lynsey Smith as interim director to reach out to Jackie Wilde to find out what her plans are related to the events that have been funded by the NCPC but were not able to take place, to get a follow up report, and to remind her about the regulations stated in the application and guidelines.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

NEW BUSINESS

- Lance Harris presented a funding request by the Natchez Literary and Cinema Celebration citing he would not be able to vote on it and would recuse himself.

Lance Harris motioned, seconded by Katie McCabe, to table reviewing the funding request of the Natchez Literary and Cinema Celebration due to lack of quorum.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Lance Harris motioned, seconded by Katie McCabe, to approve the Tourism Economic Recovery Stimulus Funding Request from EPYK in the amount of \$4,000 for the Afro Cuban dance and drum presentation, performance, dance class, and interactive dance performance to be held December 4 – 5, 2020.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Lance Harris motioned, seconded by Barbara Bruce, to table reviewing the funding request from Christmas in Natchez due to lack of quorum.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Katie McCabe motioned, seconded by Helen Smith, to approve the Tourism Economic Recovery Stimulus Funding Request from Movies on the Mississippi, LLC in the amount of \$2,500 pending confirmation from event sponsors that all funds will be utilized for events strictly in Natchez, MS.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Katie McCabe motioned, seconded by Barbara Bruce, to engage with Gillon Group for auditing services for Fiscal Year 2020 for the Natchez Convention Promotion Commission and to empower the president / chairman to execute the agreement along with the interim director.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Lance Harris motioned, seconded by Helen Smith, to table the STR engagement for the period of 11/1/2020 to 10/31/2021 in the amount of \$3,960 which includes a trends and daily by month reporting but empower and authorize the interim director to reach out to STR to enquire about a quarterly rate to get the organization through the calendar year and to electronically distribute the information to the commission for a potential vote in engaging with the service.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

- Lance Harris reported for the record an update on the technology transfer underway with Allen Richard including transitioning the Natchez Convention Promotion Commission copier service with two proposals. Discussion occurred regarding the terms of the proposals

Helen Smith motioned, seconded by Katie McCabe, to empower the chairman / president of the Natchez Convention Promotion Commission negotiate and execute an agreement a new copier and printer for the Visit Natchez staff not to exceed a four year term and not to exceed \$181 per month with an associated monthly copy fee that will be variable.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith – Y
- Barbara Bruce – Y

The motion carried unanimously.

- Lance Harris presented for the record an email vote approving the Tourism Economic Recovery Stimulus Funding Request from the Natchez Manor in the amount of \$5,000 for an outdoor concert during Balloon Race weekend.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Katie McCabe, to go into closed determination for executive session at 2:12 pm.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith – Y
- Barbara Bruce – Y

The motion carried unanimously.

Lance Harris motioned, seconded by Katie McCabe, to go into executive session to discuss personnel and contracts, at 2:13 pm.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

Lance Harris motioned, seconded by Katie McCabe, to return to regular session at 2:39 pm.

- Lance Harris - Y
- Katie McCabe -Y
- Helen Smith - Y
- Barbara Bruce – Y

The motion carried unanimously.

PRESIDENT CHAIRMAN REPORT

- Lance Harris reported on meetings and engagements with Mayor Dan Gibson regarding tourism including a meeting with the mayor and Warren Reuther and that he anticipates having additional meetings with various tourism partners. He also informed everyone that several applications have come in for the executive director position and he will follow up with everyone after the deadline.

DIRECTORS REPORT

- Lynsey Smith presented her and the staff's report including data on the current digital campaign and receiving over two million impressions, and the recent virtual tourism summit.

NEXT MEETING

- Wednesday, November 18, 2020

ADJOURN

Lance Harris motioned, seconded by Katie McCabe, to adjourn at 2:47 pm.

- Lance Harris - Y
- Katie McCabe - Y
- Barbara Bruce – Y
- Helen Smith - Y

The motion carried unanimously.

Attachments: Agenda

Email approval of Natchez Manor Tourism Economic Recovery Stimulus Funding Request.

Lance Harris, Chairman

ATTEST:

Katie Johnson McCabe, Secretary / Treasurer