

NATCHEZ CONVENTION PROMOTION COMMISSION

Regular Meeting

Wednesday, January 20, 2021 1:03 pm

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

Commissioners Absent:

Staff: Darrell White, Lynsey Smith, Stratton Hall, & Katie Ernst

Guests: Peyton Cavin, Walter Tipton, Devin Klugh, and Sarah Carter Smith

CALL TO ORDER & WELCOME

- Lance called the meeting to order and welcomed everyone. He mentioned the meeting was also accessible through GoTo Meeting.

APPROVE MINUTES

Lance Harris motioned, seconded by Dana Wilson, to table the minutes from the regular meeting of December 16, 2021 and special call meeting of January 12, 2021.

The motion carried unanimously.

FINANCIALS

- Peyton Cavin presented the financials including the payment docket.

Katie McCabe motioned, seconded by Helen Smith, to approve the financials and payment docket as presented.

The motion carried unanimously.

NATCHEZ CONVENTION CENTER REPORT

- Walter Tipton presented a report including upcoming events being held at the center in January and February and the outlook of the group meeting market.

OLD BUSINESS

- Lance Harris put on the record an electronic communication regarding the NCPC's vote to elect Katie McCabe to represent the commission in discussions with the City of Natchez on a proposed 2% increase in lodging tax.
- Lance Harris discussed the Mississippi Tourism Relief Fund extension through the end of 2021.
- Lance Harris discussed the transition away from city management of personnel and that the commission is now handling all aspects including payroll, PERS, insurance, and various other aspects.

NEW BUSINESS

- Lance Harris discussed the need to consider officer elections and the need to wait until the city appoints a new commissioner to fill the vacant spot.

Katie McCabe motioned, seconded by Helen Smith, to empower the president / chairman to select a committee of two people with the intent to put forward nominations of the officers in August with elections in September and for the new officers to take office in October of 2021.

The motion carried unanimously.

- Lynsey Smith presented a funding request for the Natchez Literary and Cinema Celebration citing the event will be held virtually this year, but all speakers will be receiving a “Natchez” box with gift cards and other Natchez items.

Helen Smith motioned, seconded by Katie McCabe, to approve the Natchez Literary and Cinema Celebration funding request to be held virtually during 2021 in the amount of \$1,500 for marketing expenses.

- Lance Harris recused himself.

The motion carried unanimously.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Katie McCabe, to go into closed determination for executive session at 1:46 pm.

The motion carried unanimously.

Lance Harris motioned, seconded by Dana Wilson, to go into executive session to discuss personnel, leasing of property, and contracts at 1:46 pm.

The motion carried unanimously.

Lance Harris motioned, seconded by Barbara Bruce, to return to regular session at 2:28 pm.

The motion carried unanimously.

PRESIDENT / CHAIRMAN REPORT

- Lance Harris discussed the letters of engagement for Silas Simmons.

Lance Harris motioned, seconded by Barbara Bruce, to empower the president / chairman to execute the letters of engagement with Silas Simmons, certified public accountants, and advisors for the Mississippi Tourism Relief Fund accounting and for the routine monthly accounting of the Natchez Convention Promotion Commission.

The motion carried unanimously.

COMMISSIONER'S REPORT

- Katie McCabe presented a request to have the NCPC serve as judges for an art competition that was hosted by the Natchez Convention Center during the Balloon Race weekend. The event was funded by Visit Natchez with the winner of the competition receiving a cash prize. Several commissioners were uncomfortable serving in this capacity.
- Dana Wilson mentioned she has received emails and text messages recently inquiring about the new director position and requested the posting be confirmed as closed.

DIRECTOR'S REPORT

- Lynsey Smith presented information including the bylaws of the newly formed Mississippi Destination Marketing Organization Association and their invitation to Visit Natchez to join at an annual cost of \$4,000. Discussion occurred regarding the cost of membership and questions regarding the difference in membership with the Mississippi Tourism Association and what the benefits would be other than access to a lobbyist. Helen Smith requested additional information on their budget and what the specific goals are for the organization.
- Katie Ernst presented two advertising packages for consideration with funding to come from the remnant budget.

Katie McCabe motioned, seconded by Lance Harris, to engage with *225 Baton Rouge* for the website, blogpost, and social package at a cost of \$750.

The motion carried unanimously.

Katie McCabe motioned, seconded by Dana Wilson, to engage with the *Natchez Democrat* for their February Profile special section with a quarter page advertisement at a cost of \$500.

The motion carried unanimously.

NEXT MEETING

Wednesday, February 17, 2021

ADJOURN

Katie McCabe motioned, seconded by Barbara Bruce, to adjourn at 2:51 pm.

The motion carried unanimously.

Attachments: Agenda

Email vote on city representative

Lance Harris, Chairman

ATTEST:

Katie Johnson McCabe, Secretary / Treasurer