

NATCHEZ CONVENTION PROMOTION COMMISSION

Regular Meeting

Wednesday, May 19, 2021 1:15 pm

Commissioners Present: Katie McCabe, Lance Harris, Helen Smith, Dana Wilson, Barbara Bruce, and Robbie Cade-Furdge
Commissioners Absent: None
Staff: Devin Heath, Katie Ernst, and Lynsey Smith
Guests: Peyton Cavin, and via GoToMeeting Sarah Lindsey Laukhuff and Walter Tipton

CALL TO ORDER & WELCOME

- Lance called the meeting to order and welcomed everyone.

APPROVE MINUTES

Katie McCabe motioned, seconded by Barbara Bruce, to table the minutes from the regular meeting of April 21, 2021.

The motion carried unanimously.

FINANCIALS

- Peyton Cavin presented the financials including the payment docket.
 - Lance Harris asked for clarification on marketing account check numbers 1920, 1921, 1922, 1923, and 1924 and if they should have been paid from the operating account. Devin Heath and Peyton Cavin will review and correct any issues.

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

The motion carried unanimously.

Katie McCabe motioned, seconded by Helen Smith, to approve the following resolution:

**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 currently held at Home Bank, Natchez, Mississippi and related to the appointment of Robbie Cade-Furdge as commissioner of the NCPC. Matters to be considered include revising the signatories on both accounts; adding Robbie Cade-Furdge as a signatory; opening a third checking account for event ticketing.

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 AND CREDIT CARDS 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 credit cards for the NCPC are currently held at Home Bank, Natchez, Mississippi.
3. The accounts are under the NCPC's tax ID number: 64-0603162.
4. Robbie Cade-Furdge was appointed as commissioner of the NCPC on April 27, 2021.
5. A Home Bank checking account will be open for financial management of event ticketing and administration costs associated with ticketing.
6. All checks require two signatures. The signatories on all account are to be: Devin Heath, Executive Director, Commissioners Virginia Johnson McCabe, Secretary/Treasurer, Barbara Bruce, Helen Moss Smith, Dana Wilson, and Robbie Cade-Furdge.
7. All online bank transactions require two approvals.

NOW, THEREFORE, BE IT RESOLVED BY THE NCPC THAT A NEW CHECKING ACCOUNT WILL BE OPENED FOR THE PURPOSE OF EVENT TICKETING MANAGEMENT AT HOME BANK, NATCHEZ, MS.; THE NAMES LISTED ABOVE ARE TO BE SIGNATORIES ON THE OPERATING AND MARKETING ACCOUNTS CURRENTLY HELD AT HOME BANK, NATCHEZ, MS.; THE NAMES LISTED ABOVE ARE TO BE SIGNATORIES ON THE TICKETING ACCOUNT TO BE OPENED AT HOME BANK, NATCHEZ, MS.; ACTION WILL BE TAKEN TO ADD ROBBIE CADE-FURDGE AS A SIGNATORY ON THE OPERATING AND MARKETING ACCOUNTS CURRENTLY HELD AT HOME BANK, NATCHEZ, MS. AND ACTION WILL BE TAKEN TO OPEN A TICKETING ACCOUNT WITH ALL NAMES LISTED ABOVE BEING SIGNATORIES ON THE NEW ACCOUNT TO BE OPENED AT HOME BANK, NATCHEZ, MS.

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 _____
Commissioner Robbie Cade-Furdge _____

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 19th day of May 2021.

LANCE HARRIS, PRESIDENT/CHAIRMAN
Natchez Convention Promotion Commission

The motion carried unanimously.

NATCHEZ CONVENTION CENTER

Walter Tipton attended via telecommunications and discussed recent & upcoming bookings and the recent "A" health inspection at the Natchez Convention Center.

OLD BUSINESS

- Lance Harris provided an update on the Time Looper project citing it should be ready to go live in four to six weeks and noted that he has received approval to place a sign at the city auditorium from the city, but the commission will need to pay for it.

NEW BUSINESS

- Katie Ernst presented multiple funding requests.

Katie McCabe motioned, seconded by Helen Smith, to accept and approve the Natchez Museum of African American History and Cultures cooperative advertising request in the amount of \$198 for brochure printing.

The motion carried unanimously.

Katie McCabe motioned, seconded by Dana Wilson, to accept and approve the marketing assistance funding request from Miss-Lou Fireworks Inc. for Fireworks over the Mighty Mississippi's 4th of July display in the amount of \$3,000.

The motion carried unanimously.

Helen Smith motioned, seconded by Dana Wilson, to accept and approve the marketing assistance funding request from Natchez International Crepe Myrtle Festival in the amount of \$3,000.

- Lance Harris recused himself from the vote.
- Discussion occurred regarding previous funding amounts and marketing efforts.

The motion carried with majority vote.

STAFF REPORTS

- Lindsey Smith presented a sales report.
- Katie Ernst presented a marketing report.
- Devin Heath presented a director's report.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Katie McCabe, to go into closed determination for executive session at 2:57 pm.

The motion carried unanimously.

Lance Harris motioned, seconded by Katie McCabe, to go into executive session to discuss leasing of property and personnel at 2:59 pm.

The motion carried unanimously.

Katie McCabe motioned, seconded by Lance Harris, to return to regular session at 4:02 pm.

The motion carried unanimously.

NEXT MEETING

Wednesday, June 16, 2021

ADJOURN

Katie McCabe motioned, seconded by Dana Wilson, to adjourn at 4:05 pm.

The motion carried unanimously.

Attachments: Agenda

Lance Harris, Chairman

ATTEST:

Katie Johnson McCabe, Secretary / Treasurer