

NATCHEZ CONVENTION PROMOTION COMMISSION

Regular Meeting

Wednesday, June 16, 2021 1:08 pm

Commissioners Present: Katie McCabe, Lance Harris, Helen Smith, Dana Wilson, Barbara Bruce, and Robbie Cade-Furdge
Commissioners Absent: None
Staff: Devin Heath, Rosco Barnes and Lynsey Smith
Guests: Moses Ard and Stratton Hall

CALL TO ORDER & WELCOME

- Lance Harris called the meeting to order and welcomed everyone; he noted for the record Katie McCabe and Dana Wilson are attending via GoToMeeting and therefore all actions will be taken via roll call vote.

APPROVE MINUTES

Lance Harris motioned, seconded by Helen Smith, to table the reading and adoption of the regular minutes of April 21, 2021, May 19, 2021, and special call meeting of June 2, 2021.

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

The motion carried unanimously.

FINANCIALS

- Moses Ard presented the financials including the payment docket.

Lance Harris motioned, seconded by Barbara Bruce, to approve the financials and payment docket as presented.

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

The motion carried with a majority vote.

OLD BUSINESS

- Devin Heath discussed an issue Home Bank had with the signature cards and requested everyone go back to the bank and sign new cards.
- Lance Harris discussed the nominating committee for officers and presented Dana Wilson and Barbara Bruce to serve as the committee and to present recommendations for new officers to the commission by August with elections to be held in September and new officers to take office in October.
- Lance Harris discussed the Depot TIF project as previously presented to the Natchez Convention Promotion Commission and asked Devin Heath to give an update from the special call meeting held yesterday by the mayor and board of alderman.
 - Devin Heath discussed a resolution the city passed in support of the Depot TIF project.
 - Lance Harris noted for the record, the NCPC is established by legislation to do two things with one being section 5a8 “To pledge to one or more lending institutions the revenues derived from the tax levy authorized under Section 6 of this act as it existed before May 1, 1989, for such period of time as is necessary to repay any loan or loans incurred by the commission for the purpose of accomplishing the provisions of the act.” Section 5a9 “To use or pledge the revenues derived from the tax levy authorized under the provisions of this act and to secure and pay debt service for any general obligation or other debt incurred by the governing authorities of the City of Natchez for the purpose of accomplishing the provisions of this act.”

Helen Smith motioned, seconded by Barbara Bruce, to empower the president/chairman to reach out to the various entities as related to the Depot TIF project to begin conversations regarding the resolution and proposed ask for this project.

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

The motion carried unanimously.

NEW BUSINESS

- Devin Heath presented multiple funding requests.

Barbara Bruce motioned, seconded by Katie McCabe, to accept and approve the Tourism Marketing Advisory Committee’s funding recommendation in the amount of \$2,500 for Trinity Episcopal Church’s “Going to Church in an Art Museum” project.

- **Lance Harris – recused himself**
- **Helen Smith – Y**

- **Barbara Bruce - Y**
- **Dana Wilson – Y**
- **Katie McCabe – Y**

The motion carried with a majority vote.

Lance Harris noted for the record, Robbie Cade-Furdge Arrived at 1:33 pm.

Katie McCabe motioned, seconded by Dana Wilson, to accept and approve the Tourism Marketing Advisory Committee’s funding recommendation in the amount of \$5,000 from Ardenland LLC for the Hank Williams, Jr. 4th of July concert.

- **Lance Harris - Y**
- **Helen Smith – Y**
- **Barbara Bruce - Y**
- **Dana Wilson – Y**
- **Katie McCabe – Y**
- **Robbie Cade – Furdge - Y**

The motion carried unanimously.

STAFF REPORTS

- Lindsey Smith presented a sales report.
- Rosco Barnes presented a heritage tourism report.
- Devin Heath presented a director’s report and update on digital advertising.
 - Devin Heath provided an update on the strategic plan schedule including a special session for historic homes, and the two community partners sessions which will include hand selected partners strategically invited to each with no more than 30 participants at each session.
 - Devin Heath presented recommended updates to the NCPC HR manual to include removal of the references to the City of Natchez and their human resources director, update office address once finalized, pay period, change language of paid holidays, update commissioners, update staff listing, and update contact information.

Lance Harris motioned, seconded by Helen Smith, to accept and adopt the changes to the human resources handbook effective June 16, 2021, as presented and to empower the executive director to update and change Appendix A and B notation of officers, location, and year listed in handbook in October annually.

- **Lance Harris - Y**
- **Helen Smith – Y**
- **Barbara Bruce - Y**
- **Dana Wilson – Y**

- Katie McCabe – Y
- Robbie Cade – Furdge - Y

The motion carried unanimously.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Barbara Bruce, to go into closed determination for executive session at 2:11 pm.

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

The motion carried unanimously.

Lance Harris motioned, seconded by Helen Smith, to go into executive session to discuss leasing of property at 2:12 pm.

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

The motion carried unanimously.

Lance Harris motioned, seconded by Barbara Bruce, to return to regular session at 3:17 pm.

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

The motion carried unanimously.

Lance Harris motioned, seconded by Barbara Bruce, to empower president/chairman, secretary/treasurer, and executive director of the Natchez Convention Promotion Commission to negotiate a lease contract and all utilities needed for the space and cost as described in executive

session and not to exceed the time period as discussed in executive session and to seek out quotes or proposals for a buildout of said space.

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

The motion carried unanimously.

NEXT MEETING

Wednesday, July 21, 2021

ADJOURN

Lance Harris motioned, seconded by Robbie Cade – Furdge, to adjourn at 3:19 pm.

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

The motion carried unanimously.

Attachments: Agenda

Lance Harris, Chairman

ATTEST:

Katie Johnson McCabe, Secretary / Treasurer