

NATCHEZ CONVENTION & PROMOTION COMMISSION
Regular Meeting
Wednesday, November 16, 2023 - 1:00 pm

Commissioner's Present: Helen Moss Smith, Lance Harris, Robbie Cade Furdge online & Barbara Bruce
Staff: Lynsey Gilbert, Roscoe Barnes, Mallory Meng & Jessica Cauthen
Guests: Ryan Richardson & Peyton Cavin

CALL TO ORDER & WELCOME

Helen Smith called the meeting to order at 1:09pm and welcomed everyone.

APPROVAL OF MINUTES

Lance Harris motioned, seconded by Helen Moss Smith, that we approve the minutes from the October 18, 2023 meeting and the special call meeting of October 20, 2023 as presented.

The motion passed unanimously.

Barbara Bruce joined the meeting at 1:11pm.

FINANCIALS

Peyton Cavin with Silas Simmons presented the financials, noting the 3-month payment due to the City of Natchez.

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

The motion passed unanimously.

OLD BUSINESS

Helen Moss Smith motioned, seconded by Robbie Cade Furdge, to ratify the approved data intelligence platform for a term of 3 years. The electronic correspondence previously approved incorrectly stated the agreement was for 2 years.

NEW BUSINESS

Barbara Bruce motioned, seconded by Robbie Cade Furdge, that we approve \$3,500.00 for the Mississippi Bandmasters Association.

The motion passed unanimously.

With the amendment of removing Katie McCabe and Dana Wilson from the document, Lance Harris motioned, seconded by Barbara Bruce, to approve the resolution of the Natchez Convention Promotion Commissions (hereinafter the NCPC) took into consideration matters related to those bank accounts that are currently held at Home Bank in Natchez, Mississippi. Matters to be considered are revising the signatories on all four accounts; adding Lynsey Gilbert as a signatory; removing Katie McCabe, Dana Wilson and Devin Heath as signatories; opening a credit card in the name of Helen Moss Smith.

After a discussion of the subject, Commissioner Lance Harris offered and moved for the adoption of the following resolution: Resolution that the NCPC confirming the matters listed below related to the bank account 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, marketing, visitor services and grants 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. The NCPC acknowledges and accepts that Home Bank does not recognize nor check a requirement of two signatures. However, the NCPC has an internal requirement for two authorized signatures and will continue to write checks with two signatures. The signatories on all account are to be: Lynsey Gilbert, Interim Director, Commissioners Barbara Bruce, Robbie Cade-Furdge and Helen Moss Smith, President/Chairperson.
5. Former signatories Virginia McCabe (also known as Katie McCabe), Dana Wilson and Devin Heath are to be removed.
6. A Home Bank credit card in the name of Helen Moss Smith is to be issued with the balance being spread between all issued cards on the NCPC account.
7. All online bank transactions require two approvals.

Now, therefore, it be resolved by the NCPC that the names listed above are to be signatories on all accounts at Home Bank, Natchez, MS.

Commissioner Barbara Bruce seconded the motion to adopt the foregoing resolution, and the question being put to a vote, the result was as follows: Commissioner Lance Harris- yay, Commissioner Barbara Bruce- yay, Commissioner Helen Moss Smith- yay, Commissioner Robbie Cade-Furdge- yay.

The motion has received the affirmative vote of the majority of the members present. The chairperson declared the motion and carried the resolution adopted on the 16th day of November 2023.

Lance Harris motioned, seconded by Barbara Bruce, to empower the executive committee at Visit Natchez to do a final proof review and edit for the job announcement for contract visitor services ambassador for Visit Natchez and to advertise and begin the search process to fill this position.

The motion passed unanimously.

Sarah Lindsey Laukhuff joined the meeting at 2:07pm online.

Walter Tipton joined the meeting at 2:11pm online.

EXECUTIVE SESSION

Lance Harris motioned, seconded by Helen Moss Smith, to go into closed determination at 2:25pm.

The motion passed unanimously.

Lance Harris motioned, seconded by Barbara Bruce, to go into executive session at 2:26pm to discuss personnel and leasing of property.

The motion passed unanimously.

The NCPC returned to Regular Session at 2:59pm.

Lance Harris motioned, seconded by Barbara Bruce, to empower the executive committee the NCPC, to conduct a final review and edit of the job announcement for Executive Director and to begin the search process through publication and the method described in the previous session.

The motion passed unanimously.

Lance Harris motioned, seconded by, Barbara Bruce, to empower the President/Chairperson of the NCPC to be able to execute the development and lease agreement with the City of Natchez Adams County State of Mississippi related to the renovation and rehabilitation of the old Yazoo Mississippi Valley Railroad contingent upon final review and that an execution by the City of Natchez.

The Motion carried unanimously.

ADJOURN

Helen Moss Smith, motioned, seconded by, Barbara Bruce, to end the meeting at 3:02pm.

The motion carried unanimously.

ATTEST:

Helen Moss Smith, Chairperson

Robbie Cade Furdge Secretary/Treasurer