

**NATCHEZ CONVENTION PROMOTION COMMISSION**  
**Regular Meeting**  
**Wednesday, June 17, 2020 1:02 pm**

Commissioners Present: Katie McCabe, Lance Harris, Helen Moss Smith, Dana Wilson, & Barbara Bruce  
Commissioners Absent: None  
Staff: Jennifer Combs, Stratton Hall, & Jawana Lowe  
Guests: Peyton Cavin

**CALL TO ORDER & WELCOME**

- Lance Harris called the meeting to order and welcomed everyone while making note for the record that Barbara Bruce is attending the meeting via telephone.

**APPROVE MINUTES**

**Lance Harris motioned, seconded by Dana Wilson, to approve the minutes from May 20, 2020.**

**The motion carried unanimously.**

**Lance Harris motioned, seconded by Dana Wilson, to approve the minutes from June 4, 2020.**

**The motion carried unanimously.**

**FINANCIALS**

- Peyton Cavin presented the financials including the payment docket

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

**The motion carried unanimously.**

**NATCHEZ CONVENTION CENTER REPORT**

- Jennifer Combs provided everyone with information on the Convention Center provided by Walter Tipton and cited his full report was given during the June 4, 2020 Hospitality Recovery Update held at the Natchez Convention Center.

**OLD BUSINESS**

- Lance Harris provided information on the Mississippi Heritage Trust Annual Conference to be held in Natchez in July 2020 has been postponed until July 2021 and that the \$5,000 convention support was contingent upon the event happening and that it will be on hold for the time being.

**NEW BUSINESS**

- Jennifer Combs presented multiple funding requests for consideration.
- Katie McCabe recommended tabling all non-time sensitive funding requests until updates can be made to the program due to decreased tax revenues.

**Katie McCabe motioned, seconded by Dana Wilson, to table the marketing funding request made by the Crepe Myrtle Festival.**

**The motion carried unanimously.**

**Katie McCabe motioned, seconded by Barbara Bruce, to approve the funding requests for the 4<sup>th</sup> of July Firework over the Mississippi River made by the Vidalia Beautification Committee for the Tourism Marketing Advisory Committee recommended amount of \$3,000.**

**The motion carried unanimously.**

**Katie McCabe motioned, seconded by Dana Wilson, to table the marketing funding request made by the Natchez Adams County Chamber of Commerce in the amount of \$5,000 for Drive-In Movies on the Mississippi.**

- Lance Harris recused himself

**The motion carried unanimously.**

**Katie McCabe motioned, seconded by Dana Wilson, to table the Natchez Adams Chamber of Commerce Young Professionals cooperative advertising request for the Natchez Bicycle Classic.**

- Lance Harris recused himself

**The motion carried unanimously.**

- Lance Harris noted for the record that a journalist published, on social media, inaccurate information about the Natchez Convention Promotion Commission, how it operates, the relationship between it and the Natchez Visitor Reception Center, and items related to the Executive Director Jennifer Combs. A rebuttal was drafted and posted on the Visit Natchez Tourism Partners Facebook page and will be delivered to the journalist.

#### **EXECUTIVE SESSION**

**Lance Harris motioned, seconded by Dana Wilson, to go into closed determination for executive session at 1:32 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 1:33 pm.**

**The motion carried unanimously.**

**Lance Harris motioned, seconded by Dana Wilson, to return to regular session at 2:16 pm.**

**The motion carried unanimously.**

**PRESIDENT / CHAIRMAN REPORT**

- Lance Harris presented for the record a letter he sent to the City of Natchez and to PERS of Mississippi.
- Lance Harris presented proposals from Silas Simmons LLP to take over the payroll processing for the Natchez Convention Promotion Commission.

**Lance Harris motioned, seconded by Katie McCabe, to engage with Silas Simmons LLP for an additional fee of \$325 per month to cover payroll services as stated in the proposal from Peyton Cavin.**

**The motion carried unanimously.**

**COMMISSIONERS' REPORT**

- Dana Wilson discussed an e-mail she received from the director of the Super Retrievers Series regarding sponsorships that were not completed and requesting guidance on a sponsorship request to the Natchez Convention Promotion Commission.

**DIRECTOR REPORT**

- Jennifer Combs presented her report and the staff reports including a travel request for Katie Ernst.

**Katie McCabe motioned, seconded by Helen Smith, to table the travel request of Katie Ernst for the 2020 Marketing College in Macon, Georgia July 26 -31, 2020.**

**The motion carried unanimously.**

**NEXT MEETING**

Wednesday, July 17, 2020

**ADJOURN**

**Lance Harris motioned, seconded by Katie McCabe, to adjourn at 2:38 pm.**

Attachments:

**Agenda**

**Letter to the City of Natchez**

**Letter to PERS of Mississippi**

**Silas Simmons Payroll Processing Proposal**

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**Lance Harris, Chairman**

**ATTEST:**

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**Katie Johnson McCabe, Secretary / Treasurer**