

**MINUTES OF THE
HATTIESBURG TOURISM COMMISSION
BOARD MEMBERS & MANAGEMENT**

Minutes of a regularly scheduled meeting of the Board Members of the Hattiesburg Tourism Commission of the City of Hattiesburg, Mississippi, held at the Lake Terrace Convention Center on:

August 23, 2017

Be it remembered that on the 23rd day of August, the Board Members of the Hattiesburg Tourism Commission met in a regular meeting at the Lake Terrace Convention Center, being a place fixed by law for such meetings. The meeting was called to order at **11:37 a.m.** by Frank James, Chairman of the Hattiesburg Tourism Commission. The following Members of the Board were found to be present:

PRESENT

Shelia Varnado
Frank James
Marshall Bell
Anthony Harris
Bonnie Warren

ABSENT

ALSO PRESENT

Bud Kirkpatrick, HCC Liaison
David Ott, Legal Counsel
Richard Taylor, Management
Jessica Cathey, Administration
Danielle Herrington, Administration
Marlo Dorsey, Marketing

Minutes from Previous Board Meetings

Upon motion made by Shelia Varnado, duly seconded by Marshall Bell and after a full discussion, there was a unanimous favorable vote of the Board to approve the Minutes of the previous meeting.

Financial Report

Rick Taylor presented the FYE 2017 lodging tax receipts and presented the financial reports, including the current Claims Docket and budget. He reported that the year-to-date lodging tax revenue was running 7.7% above the same period of the prior year. Upon motion made by Bonnie Warren and duly seconded by Marshall Bell, and after a full discussion, there was a unanimous favorable vote to approve the Claims Docket and Financial Reports as given.

Rick Taylor proposed that the FYE 2017 Budget be amended to reflect the actuals. After a full discussion, the motion was made by Shelia Varnado duly seconded by Anthony Harris, and with unanimous favorable vote of the Board the budget was amended as proposed.

Rick Taylor presented the FYE 2018 Budget Proposal for review and approval for the Board. After a full discussion, the motion was made by Bonnie Warren duly seconded by Marshall Bell, and with unanimous favorable vote of the Board, the new budget was approved as presented. During the discussion the Board received a recommendation from Legal Counsel to formalize an agreement with the Miss Hospitality Committee in regards to the Hattiesburg Tourism Commission being a repository for their funds. The Board Attorney plans to report back to the Board after doing further research regarding the Hattiesburg Tourism Commission being a repository for the Miss Hospitality Committee, African American Military History Museum, and Hattiesburg Alliance for Public Arts funds and to formalize an agreement with each agency. In addition to the agreement, it was recommended that the Board approve all purchases made for the Hattiesburg Alliance for Public Arts.

Old Business

Upon motion by Sheila Varnado to consider going into Executive Session for the purposes of discussing personnel and legal matters, Anthony Harris provided a second to this motion. After general discussion, the Commissioners present voted unanimously to go into Executive Session.

Sheila Varnado then made a motion to go into Executive Session for the purposes of discussing personnel and legal matters, Anthony Harris provided a second to this motion. After which, the Commissioners present voted unanimously to go into Executive Session for this purpose. The Chair requested that Bud Kirkpatrick, HCC Liaison and Rick Taylor, former Executive Director remain with the Commission during the Executive Session along with the Board Attorney.

Upon motion by Anthony Harris to exit the Executive Session, Sheila Varnado seconded the motion. At which time, the Commissioners present voted unanimously to leave the Executive Session.

Board Chair, Frank James, announced that no action had been taken by the Board while in Executive Session, but a discussion was held regarding personnel and legal matters. Sheila Varnado made a motion to request that the Hattiesburg Tourism Commission's Legal Counsel record Minutes of all Executive Sessions of the Commission and retain said Minutes in a confidential and legally appropriate manner for the Commission. Anthony Harris seconded this motion, upon which the Commissioners present voted unanimously to approve.

New Business

There was on new business to discuss during this meeting.

Hattiesburg Tourism Commission

Frank James, Board Chair

Attested:



Richard Taylor, Executive Director