

Louisville Tourism Commissioners March 2023 Meeting

March 23, 2023, at 3:00 p.m. hosted at Louisville Tourism, 401 West Main Street, Suite 2300, Louisville, Kentucky 40202.

Commissioners Present:

Sarah Robbins, Chair
David Greene, Vice Chair
Chris Poynter, Secretary & Treasurer
Laura Douglas
George Stinson
Guy Genoud
Ryan Bridgeman
Kate Latts

CVB STAFF & GUESTS

Cleo Battle, Doug Bennett, Chris Kipper, Zack Davis, Sonia Fong, Nicole Twigg, Mike Shull, Althea Jackson, and recording secretary, Stephanie Skinner.

CHAIR WELCOME AND REPORT

Chair Sarah Robbins called the March Meeting to order at 3:00pm. Upon asking for a motion to accept the January 26, 2023, meeting minutes as written. **Chris Poynter** made the motion; **Laura Douglas** seconded. **Motion carried.**

FINANCE REPORT

Chris Poynter, Chair of the Finance Committee updated the Commission on the latest meeting of the Finance Committee and then turned it over to **Chris Kipper** and **Doug Bennett** for additional details.

- **23/24 Proposed Goals & Fiscal Budget – General Fund**
Chris Kipper and **Doug Bennett** gave an overview of proposed goals by department highlighting details of those goals in our Marketing & Communications, Convention Sales, Destination Services and Finance and Administration, which included projects funded by the ARPA Grant. After a lengthy discussion, **Chair Sarah Robbins** called for a motion to approve the 23/24 Goals and General Fund Budget resolution as presented. Motion made by **Chris Poynter**. Seconded by **Guy Genoud**. All in Favor. **Motion Carried.**
- **23/24 Proposed Fiscal Budget – Debt Service Fund**
Chris Kipper gave a brief overview of the 23/24 proposed fiscal year budget relating to the debt service fund. After some discussion, **Chair Sarah Robbins** called for a motion to approve the 23/24 Debt Service Fund Budget resolution as presented. Motion made by **Chris Poynter**. Seconded by **Kate Latts**. All in Favor. **Motion Carried.**
- **22/23 Budget Amendment – Executive Search Firm**
Chris Kipper shared details of hiring an executive search firm to help find candidates for the Director of Sales position. This 22/23 budget amendment would be in the amount of \$45,000. Chair Sarah Robbins called for a motion to approve a 22/23 budget amendment to reclassify

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\$45,000 from Salaries and Wages to Professional Fees to support the hiring of a Director of Sales. Motion made by **Guy Genoud**. Seconded by **Laura Douglas**. All in Favor. **Motion Carried.**

- **Banking Overview and New Account Resolution**

Chris Kipper gave a brief explanation for approval to open new account(s) with JP Morgan Chase. This would be a safety measure in case our current bank failed, to continue operations. After some discussion, **Chair Sarah Robbins** called for a motion to approve the resolution authorizing the CFO to establish one or more new bank accounts with JP Morgan Chase. Motion made by **Chris Poynter**. Seconded by **Laura Douglas**. All in Favor. **Motion Carried.**

COMMUNITY INVESTMENT COMMITTEE REPORT

Guy Genoud reported on the recommendations made by the CIC Committee from the March 8, 2023, meeting totaling \$57,500 and gave a brief description of each grant request below:

- (Un)Known Project – \$10,000
- Kentucky STEAM Engine: Start Up Week Louisville –\$12,500
- KentuckyShow! - \$20,000
- Derby City Jazz Festival - \$10,000
- Korea Fiber Art 2023, Louisville: From Birth to Death - \$5,000

After a brief discussion, **Guy Genoud** called for a motion to approve the grant recommendations as presented, totaling \$57,500. Motion made by **Chris Poynter**. Seconded by **Kate Latts**. All in Favor. **Motion Carried.**

PRESIDENT'S REPORT

Cleo Battle, due to a lengthy meeting, all department reports can be found in your board book along with mine. If you have any questions, please feel free to reach out for further explanation.

ADJOURNMENT

Chair Sarah Robbins called for a motion to adjourn. Motion made by **Chris Poynter**. All in Favor. **Motion carried.** Meeting adjourned at 4:45 p.m.

Minutes submitted by: Recording Secretary Stephanie Skinner

Minutes approved by:



Chair Sarah Robbins



Secretary/Treasurer Chris Poynter