

Louisville Tourism Commissioners September 2023 Meeting

September 28, 2023, at 3:00 p.m. hosted Louisville Tourism, 401 West Main Street, Suite 2300, Louisville, Kentucky 40202.

Commissioners Present:

Kate Latts, Vice Chair
Chris Poynter, Secretary & Treasurer
Ryan Bridgeman
David Beck
Scott Shoenberger
Christi Lanier-Robinson

SPECIAL GUEST

Laura Douglas- Recognition of Service to our Board.

LT STAFF & GUESTS

Cleo Battle, Doug Bennett, Chris Kipper, Nicole Twigg, Zack Davis, Mike Shull, Frost Brown Todd, and recording secretary, Stephanie Skinner.

CHAIR WELCOME AND REPORT

Chris Poynter called the September Meeting to order at 3:05pm, in place of our Chair, David Greene's absence. Upon asking for a motion to accept the July 27, 2023, meeting minutes as written. **Scott Shoenberger** made the motion; **All in Favor. Motion carried.**

Chris Poynter then turned the meeting over to **Cleo Battle** for a recognition of service to our board honoring **Laura Douglas**. She was reassigned to a new board by the Mayor and we want to thank her for her 3-years of service to our board.

Community Investment Committee (CIC) Report

Scott Shoenberger, Chair of the CIC Committee shared the recommendations made by his committee for grant approval totaling \$45K.

- Belle of Louisville- Riverboat Drone Footage - \$5000
- Big Stomp: Music Festival - \$10,000
- Frazier History Museum: It Starts Here - \$15,000
- Kentucky Shakespeare: Expanded Indoor Season - \$5000
- Parrotheads in Paristown - \$10,000

After some discussion, **Scott Shoenberger** made a motion to approve the 5 grant applications totaling \$45K as presented. Seconded by **Ryan Bridgeman**. **All in Favor. Motion Carried.**

FINANCE REPORT

Chris Poynter gave an overview of the previous finance meeting and turned it over to **Chris Kipper** for further explanations.

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- **RFP/Bid Threshold Review –**

Our current threshold for RFP/Bid is currently \$30K and we would like to increase that to \$40K effective October 1, 2023. After some discussion, **Chris Poynter** made a motion to approve an increase in the RFP/bid threshold to \$40,000 effective October 1, 2023. Seconded by **Scott Shoenberger**. **Motion Carried.**

- **23/24 Budget Amendments –**

Chris Kipper shared the supporting documentation on the 23/24 budget amendments. After his brief explanation, **Scott Shoenberger** made a motion to approve the 23/24 budget amendments totaling \$414,000 for Revenues and \$2,910,000 for Expenses as outlined in the 23/24 revised budget as presented. Seconded by **Ryan Bridgman**. **All in Favor. Motion Carried.**

- **Operating Cash, Restricted Cash, and Board-Designated Reserves Policy Review –**

Chris Kipper gave a detailed explanation before turning it over to Chris Poynter for a motion. After some discussion, **Chris Poynter** called for a motion to approve a \$1 million transfer from operating cash to reserves and update the respective reserve balances to be \$4.5 million for the Series 2016 Bonds Reserve, \$2 million for the Convention/Event Obligations Reserve, and \$2.5 million for the Operating Reserve. Motion made by **Kate Latts**. Seconded by **Ryan Bridgman**. **All in Favor. Motion Carried.**

- **Future Convention/Event Bid -**

Doug Bennett gave an overview of the event bid to the committee, detailing the purpose of the request. **Chris Poynter** made a motion to approve the convention/event bid for Ironman 70.3 for the years 2024, 2025, and 2026. Seconded by **Ryan Bridgman**. **All in Favor. Motion Carried.**

PRESIDENT'S REPORT

Cleo Battle shared a few updates with the Commission on the tourism improvement district board. The Greater Louisville Lodging Management District board has been meeting twice a month. The TID collection started on October 1st. Cleo also gave an update on the recent promotion of Stephanie Skinner as the new Senior Administrator & Culture & Engagement Coordinator for the organization to help assist with people strategy. She will help manage and lead that effort.

FINANCE REPORT

Chris Kipper gave a brief overview of the expenses & revenue for the months of June & July 2023.

DESTINATION SERVICES REPORT

Zack Davis shared a few highlights and updates on the July & August events and stated that September & October look good. He also shared some information on our sustainability efforts.

OTHER BUSINESS

N/A

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ADJOURNMENT

Scott Shoenberger made a motion to adjourn. **All in Favor.** **Motion Carried.** Meeting adjourned at 4:03pm.

Minutes submitted by: Recording Secretary Stephanie Skinner

Minutes approved by: 
David D. Greene (Nov 27, 2023 14:10 CST)
Chair David Greene


Secretary/Treasurer Chris Poynter