

**DANVILLE-BOYLE COUNTY CVB BOARD MEETING MINUTES**  
**Grayson's Tavern**  
**8 a.m.**

DATE: February 23, 2017  
 ATTENDEES: Brittney Mills Adams, Vice-Chairman, Jerry Houck, Wendy White, Melissa Fightmaster  
 STAFF: Jennifer Kirchner, and Denise Wade  
 GUESTS: None

TOPIC	CONCLUSIONS/RECOMMENDATIONS	ACTION/FOLLOWUP
Call to Order	Brittney called the meeting to order at 8:03 a.m.	
Financials	January 2017 financial reports were reviewed. Jennifer reported that the budget is on tract. She also reported that all room tax has not been paid.	Wendy motioned to approve the January 2017 financial reports as presented. Jerry seconded the motion and it unanimously carried.
Minutes	The minutes of the January 26, 2017 meeting were reviewed.	Jerry made a motion to approve the minutes as printed. Melissa seconded the motion and it unanimously carried.
Chairman's Report: Vice Chair Check Signing Acknowledgement	Jennifer explained the check signing process. During Mark's absence, Jennifer signed the checks and made copies for Brittney to sign acknowledging her review of the checks.	The checks were reviewed and acknowledged by Brittney on February 21, 2017.

<p>Executive Director's Report:</p> <p>a. Funding Policy</p> <p>b. Financial Review</p> <p>c. License Fee Discussion</p>	<p>Jennifer presented the revised application for funding requests along with the scoring process. Jerry said scoring from 1-10 was too large of a gap and suggested a 1-5 range.</p> <p>The audit for FY 2014-15 was presented for review.</p> <p>Jennifer explained that she had been contacted by community leaders regarding a policy by the City of Danville requiring anyone conducting business within the city limits to have a city business license. They believe is burdensome and would like the CVB to address this with the city to see if alternate procedures are possible.</p>	<p>Jerry made a motion to approve the funding policy with the correction of a few typos and changing the scoring range to 1-5. Wendy seconded the motion and it unanimously carried. The funding application becomes effective July 1, 2017.</p> <p>Wendy made a motion to approve the audit as presented. Melissa seconded the motion and it unanimously carried</p> <p>Jennifer will research the city's policy, meet with Ron Scott and report back to the board.</p>
<p>New Business/Hotels/Restaurants Reports</p>	<p>Jerry reported that Perryville will be hosting "Bourbon, Brass &amp; Croquet" this year during the Brass Band Festival.</p> <p>Melissa said the meeting space at the Holiday Inn Express has been very popular.</p> <p>Brittney reported that Warrenwood is having an open house on April 8 and everyone is invited.</p> <p>Wendy reported that Plank has been very busy during the warm weather.</p>	
<p>Next Meeting</p>	<p>The Board will next meet on March 23, 2017 at 8:00 am in Grayson's Tavern.</p>	
<p>Adjournment</p>	<p>The meeting was adjourned at 9:35 am.</p>	

