

Hancock County Tourism Commission Meeting

April 10, 2018, 5:00pm.

City Hall, Greenfield, Indiana

Board Members Present:

Brandi Zimmer, President

Earl Smith, Board Member

Rosalee Richardson, Vice President

Amanda Everidge Board Member

George Langston, Board Member

Kelly McClarnon, Treasurer

Shirley Matlock, Secretary

The regular meeting of the Hancock County Tourism Commission was called to order on Tuesday, April 10, 2018, at 5:00 p.m. President Brandi Zimmer opened the meeting in due order and called roll. All board members were present.

Due to the election being on the same date as our next scheduled meeting, the May Commission meeting cannot be held as usual. Earl moved we cancel our scheduled board meeting and scheduled an Executive Committee meeting prior to the 6/12 scheduled Commission meeting. Motion seconded by George. Approved by all.

Kelly motioned to approved February and March minutes .

Motion seconded by Earl. Approved by all.

Kelly McClarnon, Treasure's Report:

Account	Date	Balance
Tourism	4/10/18	\$248,844.38
Fairgrounds	4/10/18	\$190,480.91

Kelly reported that the Supplemental Annual Financial (CAR)report will be available at the Visitors Center.

The Budget Committee will have a meeting at 2pm on 4/25 to prepare the budget and have ready for submission.

Earl moved to add George Langston to checking account with bookkeeper access only.

Amanda 2nd. Approved by all.

George has put together a report which shows the following:

Page 1 ó Supplies (what Brigitte has left)

Page 2 ó Shows advertising balance

Page 3 ó Highlights what is left after obligating Visitorø Bureau, Historical Society, and Hancock County Trails monies obligated last year and what has been spent this money.

Page 4 ó 1% Fairgrounds money and balance and the total obligated funds for the year.

Additional \$55,000 for the Visitors Bureau not included. When budget is done he recommends adding \$5,000 for Brigitteø health insurance.

George made a motion a motion to approved these tracking forms and include in Treasurerø Report. . Rosalee 2nd. Approved by all.

Brigitte reported the HCVB is giving receipts for rent and grant monies received rather than an invoice. George motioned to accept receipts for rent and quarterly payments as they are sufficient for the SBOA and for quarterly grant payments. Rosalee 2nd. Approved by all.

Brigitte also present Directorø Expense Report and Treasurerø Expense Report that were developed by her and George to present monthly expenses. Hard copies would be kept on file in VC office, electronic copy, and a copy provided to Mindy. George motioned to approve the monthly expense forms. Kelly 2nd. Approved by all.

George reported all three banks he went to want bank statements for analysis. He will be contacting a total of 5 banks and report in June or at Executive Committee meeting.

Fairgrounds money: George talked to all three Commissioners and they do not want us to combine accounts. We have a bookkeeping error of \$7,181.02 ó this corrected will bring everything up to date. George motioned Kelly write a check for \$7,181.02 to be deposited into Fairgrounds account for correction. Rosalee 2nd. Approved by all.

Insurance ó Brian Brees ó Lease: Personal property, general liabilty ó adding \$5,000 to cover business personal property will be approximately \$140 more on the premium. This also adds a stretch summary. 4/26 renewal date. Brandy asked about drone usage ó we do donø have coverage, but we could use a company to provide drone usage after being verified and reviewed by Kevin. BOP over \$1million. Events would depend on the event and requirements for rider. Earl motioned to pay insurance with changes. Kelly 2nd. Approved by all.

Grant Requests

Strawberry Festival ó 35th year. To be held 6/1/18 from 11a-7pm. Requesting \$1,200 for advertising.

Motion made by Shirley to approve request. 2nd by Rosalee. Approved by all.

Royal Mudman Race ó 6th year. To be held 5/26/18. Requesting \$2,000 for advertising. Earl motioned we grant \$2,000. Shirley 2nd. Approved by all.

40/8 ó Requesting \$8,252.37 to cover the cost of having a website created. The will be doing multiple events bringing visitors to the county. Earl moved grant of \$8,252.37. George 2nd. Approved by all.

Riley Old Home: They did not received the State grant. Requesting an amendment to the original grant approval to receive all \$50,000 now instead of splitting. Kelly motioned we distribute the entire \$50,000 with and update in October on standing. Rosalie 2nd. Approved by all.

Metered Mail Report

George reported on the metered mail contract. It is being worked on. We are not boing to use commercial bulk mail.

Executive Directors Report (see Report)

Actionable items from Brigitte:

Day Sponsor at the Hancock County Fair. Kelly moved we sponsor one day at the fair for \$1,000. Shirley 2nd. Approved by all.

Agritourism ó she is meeint with Mike Dale to talk more.

She would like to send a letter to all levels of the local government indicating the HCCTC supports agritourism and go before them to verbally advocate for us.

Adjourned 6:50pm.