

# Hancock County Tourism Commission Meeting

February 13, 2018 5:00p.m.  
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

## **Board Members Absent:**

Kelly McClarnon, Treasurer  
Shirley Matlock, Secretary

The regular meeting of the Hancock County Tourism Commission was called to order on Tuesday, March 13, 2018, at 4:58 p.m. President Brandi Zimmer opened the meeting in due order and called roll. 6 board members were present.

January minutes unavailable.

## **Kelly McClarnon, Treasurer's Report:**

January Treasurer's Report unavailable.  
Report on Budget Meeting unavailable  
CAR report unavailable.

## **Grant Requests**

Fortville Action Inc. (FAI): Lacy Miller presented. Grant request of \$15,619.00 requested for entire year's program including a summer program of concert series and Winterfest. Program details provided in packet for both. Encouraged to return to request grant of

Motion made by Earl to grant \$6,969.00 to FAI for advertising the summer concert series. 2<sup>nd</sup> by George.

Approved by all.

Institute of Rock: Representative not available. Table until next month.

Flat 50: Erica Bergmann presented report on 2017. Grant awarded of \$25,000 (see 2017 report). 2017 profits were \$18,486.99. Tourism Commission recognized on website as major sponsor. Participation was doubled from 2016-2017. 56% of participants were from out of Hancock County and/or state.

Grant request of \$25,000 for 2018. Earl questioned what they are doing with profits are they holding back to help fund the future events. They are hoping to have sponsors and gifts to cover costs so that they will be able to donate profits to the community projects with hope of becoming sustainable in next few years. 13 sponsors locally.

Motion made by Rosalee to grant \$20,000.00. 2<sup>nd</sup> by Earl.

Amanda excused herself from room and abstained due to conflict of interest.

Approved by all others.

Elite Athletic Trend (EAT): Junior Aumavae presented. Grant for 2018 request of \$6,300 for advertising. 2017 was first event and Tourism Commission supported. 49 participants and 200+ attendees, but weather was inclement so it was moved indoors. Grant request of \$6,300 for advertising. Six events scheduled this year in Hancock County (EH, MV, Greenfield). Big Men's Skills Challenge, 2018 Annual Skills Challenge (looking to triple participation this year), EAT Summer Program, EAT Day, EAT Recovery Program, EAT Scholarship Ceremony. Budget \$27,500.

Motion made by George to grant \$6,300. 2<sup>nd</sup> by Brandi.

All approved

Kid's Play: See report provided for details. \$500 grant awarded in 2017. Multi-county attendees. \$80.39 returned to Tourism Commission from 2017 grant.

Grant request of \$1,200 for 2018 for advertising. Plays this year "Fractured" and "Tuesdays for Mom". No cost for children's participation.

Motion made by Rosalee to grant \$1,200. 2<sup>nd</sup> by George.

All approved.

Ag Association: Josh Phares presented. Grant request for \$92,000 for paving project for the parking lot and new gravel roads to be paved. Three quotes provided. Fairgrounds is paying for striping that is in quotes. That extra money would be used to offset any unexpected cost of materials. Any monies not used would be returned to Tourism Commission. Project expected to be done prior to 2018. A report would be required at 60 days at completion of project with copy of all invoices.

Motion made by Earl to use 1% Fairground account #8458. 2<sup>nd</sup> by Rosalee.

All approved.

### Lease Agreement

See Lease presented which has been written and reviewed by Kevin Harvey and approved by Sara Wolfe.

Earl motioned we approve Lease Agreement as presented for 2018. 2<sup>nd</sup> by Amanda  
All approved.

### Metered Mail Report

George provided quotes for NEO Post and Pitney Bowes. Costs for equipment and supplied included. He investigated three other companies which did not have sufficient information or were not cost effective. NEO Post machine is new and meets the requirements the office has. Bridgette is receiving 30-140 request for information, per week. Pitney Bowes is a refurbished machine.

George motioned he be allowed to negotiate a contract with NEO Post to take to Kevin Harvey for review and bring to April meeting for approval. 2<sup>nd</sup> by Earl\  
All approved.

### Executive Director's Report

#### Actionable Items:

1. Hancock County Historical Society Grant Report ó See report provided.

#### Report of Past Month's Activity:

1. Attended an information sharing session with the 40 & 8 Group at FOP
2. Attended an Art Fusion Meeting
3. Met with Dennis Dunn (40&8) several times regarding grants, advertising ideas and event planning.
4. Met with the Hancock County Ag Association 4-H Fair Advertising Committee
5. Attended a Community Calendar meeting and discussion with community leaders at the HCCF. (Hello Hancock County Calender)
6. Correspondence with Kevin Harvey regarding a variety of issues: lease agreement, George's question about giving to for profit entities.  
**George: He contacted SBOA questioning our attorney's response on SBOA: IC: 6-9-18, Section 6 Powers of Commission Expenditures. Bridgette is going to have Kevin contact State Board of Accounts to clarify whether we can or cannot accept grant requests from for-profit organizations.**
7. Discussion with several different groups and organizations regarding the Riley showcase.  
**There have been questions from Riley Festival members about our "taking" their dates at the Ricks. There was not anything reserved the weekend of the Riley Festival, per Dave.**
8. Met with Harold Bell of Next Radio ó regarding doing some promotions for our events.  
**\$2,500/year – Broadcast leading up to and one remote broadcast, per month.**
9. Talked with Penny Diersing about doing a radio spot and some promotions on Giant 96 FM, Shelbyville

10. Attended the Indiana Tourism Conference in Clarksville, Monday ó March 5 ó 7, 2018.  
*Provided examples of different publications.*
11. Attended the new Fairgrounds meeting.
12. Met with Cheryl Jacques and Scott Stackhouse regarding the "Institute of Rock."
13. Fortville was featured in the Indiana Department of Tourism e-newsletter.
14. Met with Stephanie Nichol from Travel Indiana regarding upcoming edition and promotional advertising.
15. Talked with Paul Norton, and called Josh Gentry at Parks about getting the use of a water tank to pressure wash the sidewalk in front of the Tourism office.
16. Talked with Dave Scott regarding the art hanging system in the theater.
17. Talked with George Langston several times regarding his information on the postage mailing systems.
18. Packet of information to Brian Wrasman of Crosspoint studio. Developing a photo database for Brian to access photos. Website development is under way.
19. Picked up monthly check and deposited. Signed for funds to be released at treasurer's office.
20. Received our pop-up display unit.
21. Shopped for supplies at Walmart.
22. Worked with people who had grant requests.
23. Assisted Kelly with all of the financial payments - - still need a second signature on checks!
24. Assisted people coming into the Visitor Center with questions.
25. Answered telephone calls and emails.
26. Basic clean up ó take out trash, and picked up in the office.

**Addition:**

Earl ó Do we want to maintain our checking account where we are or do we want to look into changing. Multiple banks have been requesting to provide services. Can/Should we combine the accounts.

Earl motioned Kelly, with the help of George, look into what other banks have to offer.

2<sup>nd</sup> by Amanda

All Approved.

Amanda moved to adjourn meeting at 6:35pm

Brandi 2<sup>nd</sup>

All Approved.