

State of Texas

County of Potter

City of Amarillo

MINUTES

On the 26th day of May, the Convention and Visitor Bureau Board met at 8:30 AM in the Board Room of the Bivins House, 1000 S. Polk, Amarillo, TX.

Voting Member	Present	No. Meetings Held	No. Meetings Attended
Angela Knapp Eggers	Y	9	9
Vic Ragha	Y	9	8
Phyllis Nickum	Y	9	9
Beth Duke	Y	9	8
Bobby Lee	Y	9	8
Christy King	Y	9	9
Jason Fenton	Y	9	8
Payal Nathu	Y	9	9
Sherman Bass	Y	9	9

Also present were Leslie Schmidt, Sr. Assistant City Attorney, Laura Storrs, Assistant City Manager

ITEM 1: Call to order. Angela Knapp Eggers established a quorum and called the meeting to order. She asked for everyone to keep Diane Baker's family in their prayers since her passing. She then introduced Laura Storrs.

ITEM 2: Public Forum. There were no comments.

ITEM 3: General announcements from the Board of Directors.

Kashion Smith reported that there are two open seats on the board. One for Diane Baker, who passed away and the other for Elaine Hays, whose term on city council has expired. The Cattle Drive is scheduled for June 3rd to kick off the Coors Cowboy Club Ranch Rodeo.

Beth Duke reminded everyone that High Noon on the Square starts next Wednesday. She will be sharing the Sounds of Summer 2021 brochure.

Bobby Lee gave an update on events at Starlight Ranch. Staffing is better at The Big Texan, and they are cutting back on limo pick ups. They have applied for the Shuttered Venue Grant, and the hotel is under lease with an AirBnB.

ITEM 4: Minutes. Motion was made by Phyllis Golden, seconded by Christy King and unanimously carried to approve the minutes of April 21, 2021.

ITEM 5: Treasurer's Report. Braley Beck reported that Total Collections for March was \$487,765. The HOT Rebate was 79,459.

Kashion Smith reported that she has met with Mayor Nelson and a letter has been presented to City Council to request relief funding. Due to our lack of history, we do not qualify for federal relief. A request has been made for \$810,000 for our operating fund. We are gearing up for a second request to be used for arts grants and welcome signage at the gateways for a total of \$1.8 to \$2 million. There was

one correction to the amount requested for convention sales tradeshows, marketing and site visits. The amount says \$600,000 but should actually be \$60,000.

Motion was made by Vic Ragha, seconded by Bobby Lee, and unanimously passed to approve the request for the city relief fund, with the corrected amount of \$60,000.

ITEM 6: Presentation and Discussion

a. Final audit report for FY 2019/20 – Laura Storrs distributed the CVB Financial Updates. The FY 2019/20 actual results for available funds as of 9/30/2020 was \$521,360. The carryforward from the city HOT was \$659,229.

b. Projection for FY 2020/21 – the budget for next fiscal year is \$1,284,780 which includes \$1,050,000 of debt service payment and \$659,229 negative carryforward from the previous fiscal year.

c. Plan for debt collection – Laura reported that an RFP is going out for a third-party administrator of the HOT. It may be possible to apply penalties and interest for back payments.

ITEM 7: Review and Action

a. Conflict of Interest Policy – Motion was made by Jason Fenton, seconded by Christy King and unanimously carried to approve the policy.

b. Strategic Plan – Motion was made by Angela Knapp Eggers on behalf of the Strategic Planning Committee, seconded by Payal Nathu and unanimously carried to approve the plan.

ITEM 8: Discussion on future meeting dates and possible agenda items. The next meeting will be June 23, 2021.

ITEM 9: Adjourn. There being no further business, Angela Knapp Eggers adjourned the meeting.

Respectfully submitted,



Mary Ramirez
Executive Assistant



Angela Knapp Eggers
CVB Board President