

Liberty Tourism and Convention Commission Minutes for February 2, 2023

Those present: Chairman John Rigney, Board members - TJ Rayhill, Luke Johnson, Laura Hebrock, Sandy Wolford, Director Heather Cundiff, Casey County Newspaper editor Charlie Vanleuven, and guests Ressie Grider, Carmella Clark, and Amy Carmicle-Rabich

Chairman Rigney called the meeting to order at 5:00. Minutes for special called January meeting were reviewed. Rayhill made a motion to accept the minutes, Johnson seconded, motion passed.

Treasurer's report was reviewed. Director Cundiff explained that the funds for LTCC have now been separated into different accounts, the purpose for doing that and how that will work. She also discussed the breakdown of funding in each account. Rayhill made a motion to approve the Treasurer's report, Hebrock seconded, motion passed.

Guest Amy Carmicle-Rabich presented a request for funding from Casey Outdoors organization to develop a Memorial Garden at the Central Ky. Ag/Expo. This money will be used to clean up and improve the existing Memorial Garden established by the female inmates in the county jail in memory of Jean Ellis. The public will be encouraged to support the maintenance and growth of the garden by plant and tree donations "in memory" of family or friends. Rayhill made a motion to approve \$5000 to be used to improve and develop the Memorial Garden, Hebrock seconded, motion passed.

Next, guest Ressie Grider questioned the board regarding the façade grant and wanted to know why it cannot be used on Randolph Street to improve the front of the apartment building she owns. Cundiff explained that the façade grant money is to be used to improve the appearance of downtown businesses in order to attract more tourists to shop and dine in our town. Grider requested a list of approved grant recipients. Cundiff said she would have that list prepared for Grider to pick up at City Hall.

Cundiff presented the Director's Report (attached). Cundiff informed the board that Shelby Hatter has been hired as Assistant Director. Rayhill asked if Hatter will be attending conferences and trainings. Cundiff said that after a probationary period, these opportunities will be offered.

Old Business:

Fireworks were discussed for the upcoming 4th of July celebration. A new launch site for 2023 has been proposed and will be discussed with the fireworks company. Rayhill made a motion to approve spending \$16,000 for the 2023 fireworks, Johnson seconded the motion with none opposed.

Lake Cumberland Area Development District has recommended that we hold off on taking bids on improvements to the Old Water Plant until we have a more solid plan/proposal in place.

Following up on the failure to make a motion to approve Cundiff's 2023 raise and Employee Recognition Award at the January meeting, Wolford made a motion to approve a 5% raise and repeat the Employee Recognition Award given in 2022 for Director Cundiff. Rayhill seconded the motion with none opposed.

Under New Business:

A Personnel Policy and pay scale was presented by Cundiff to the board. Following a review of the policy, Rayhill suggested that lunch be included as part of the work schedule. Clarification was requested for comp time versus overtime pay. Guest Carmela Clark explained her understanding of how sick time, overtime and comp time is to be used and determined. Cundiff will explore this with other tourism directors. Rayhill also clarified that a cell phone will be provided for the Assistant Director. Rayhill made a motion to accept the Personnel Policy with suggested changes for maternity/paternity leave, lunch being included as part of the daily work period and pay rate of \$14.50 an hour to be raised to \$15.50 with benefits after the 3 month probationary period. Johnson seconded the motion with none opposed.

Cundiff presented a proposal for purchasing t-shirts and caps for the 2023 Live in Liberty Music Festival. Wolford made a motion to purchase 350 t-shirts and 100 caps, Rayhill seconded and motion carried.

Cundiff presented the Summer Music Series for 2023 and said she has bands scheduled to play behind City Hall on the 2nd Friday of each month April through September. Rayhill then made a motion to approve the band fees for Summer Music Series 2023, Johnson seconded and motion carried.

Rayhill made a motion to adjourn the meeting, Wolford seconded the motion with none opposed.

Next meeting of LTCC will be March 2, 2023 at 5:00 p.m at Liberty City Hall.

Respectfully submitted,

Sandy Wolford