

## Minutes for November 12 Liberty Tourism and Convention Commission Meeting

Members present: Heather Cundiff, director; Josh Switzer; Meagan Klee; Luke Johnson; Sandy Wolford

Absent: Chairperson John Rigney; secretary Laura Hebrock

Cundiff requested that Wolford chair the meeting in Rigney's absence. Cundiff requested that Klee record the minutes in Hebrock's absence.

Wolford called the meeting to order at 5:03 pm.

August minutes were not available. September minutes were reviewed. Motion to accept made by Klee, second by Switzer. Motion carried. October minutes were reviewed. Motion to accept made by Switzer, second by Johnson. Minutes of Special Called Meeting Nov. 5, 2020 were reviewed. Motion to accept made by Johnson, second by Wolford.

Cundiff and Switzer presented the treasurer's report. Motion to accept made by Klee, second by Johnson. Treasurer's report attached.

Cundiff presented Director's report. Fiscal Court and Judge Dial approved the proposed improvements at the Ky. Ag/Expo center for the kayak put in and parking lot nearby. Cundiff reported that she is waiting on a cost estimate to present to LTCC. Social media numbers on LTCC continue to increase. A correction was made to the number of gift certificates distributed last month. Cundiff reported that she has received a letter from auditor Mike Harmon regarding the upcoming audit. Cundiff is checking on the legitimacy of the request for information contained in that letter. Director's Report attached.

### Old Business

Information from the Special Called meeting on Nov. 5 regarding a proposed hiking trail around Lake Liberty was presented. Wolford made the motion to fund the project for \$15,000, second by Switzer. None opposed, motion passed.

Charlie VanLeuven, editor Casey County News, presented update on calendar collaboration project. LTCC members were presented with 12 photos and asked to select top 3 for cover of calendar. Cundiff selected photos for each month from LTCC monthly photo contest. VanLeuven will have a draft copy for LTCC members to review before sending to printers.

Cundiff presented a draft of personnel policies for approval. Switzer made a motion to accept as presented, second by Wolford. None opposed, motion passed.

### New Business

Need for commissioning officers was reviewed. LTCC members will review Policies and Procedures and address this at December meeting.

Cundiff requested that an annual Director evaluation be created. LTCC members asked Cundiff to acquire copies of evaluations used by other Tourism Commission boards for reference. LTCC members agreed to review this at next (December) meeting

Motion to adjourn made by Switzer at 5:39 pm, second by Klee. Next meeting will be held at Casey County Extension Education Building on 12/10/2020 at 5:00.