

## Liberty Tourism and Convention Commission Minutes for November 3, 2022

Board Present: Luke Johnson, Chairperson John Rigney, Meagan Klee, Sandy Wolford,

Director Heather Cundiff

Others Present: Charlie VanLeuven, Nicki Johnson and Mindy Hipbsman

Rigney called meeting to order at 5:02 p.m. Minutes from October 6, 2022 were reviewed. Klee made motion to accept minutes, Johnson second. None opposed.

Cundiff presented Treasurer's report. Wolford made motion to accept treasurer's report. Klee second. None opposed.

New Business:

Nicki Johnson is requesting to return Holiday Light forms to Tourism Commission due to difficulties with the Liberty Island trail and personal health issues. LTCC would also be allowed to continue to utilize the trailers behind the jail for storage and use the wagon for tours. Tourism accepted the donation with promises of help from the Chamber of Commerce.

Cundiff presented the director's report – attached.

Old Business:

Officers nominated for coming year:

John Rigney – Chairperson; TJ Rayhill – Treasurer; Sandy Wolford – Secretary

Klee made motion to approve nominated officers. Johnson second. None opposed.

New Business:

A request for a grant for the Farmers Market 2023 was presented by Director Cundiff. Farmers Market is asking for \$2400 to match the \$2400 they would offer to fund a salary for a FM Manager. Wolford made motion to fund the matching grant. Klee second. None opposed. Director Cundiff also requested that the money for the LTCC phone and quarterly car detailing be directly deposited into her bank account in order to keep from having to write checks to reimburse her. Wolford made the motion. Johnson second. None opposed.

Director Cundiff requested that a committee be formed to review Façade Grant applications and to clarify requirements for the grant applications. Klee, Johnson and Wolford volunteered to serve on this committee. Board agreed to table discussion regarding some questions about the façade grant and asked the committee to resolve these issues and report at next board meeting.

A hiring committee was formed to interview and assist with hiring for the LTCC Assistant to the Director position. That committee will consist of Klee, Laura Hebrock and TJ Rayhill.

Director Cundiff will assist Charlie VanLeuven in posting additional dates on Calendar. The calendar will be published the 1<sup>st</sup> day of December. Cundiff reported she already has 300+ requests for calendars to be mailed.

Motion to adjourn made by Johnson, second by Klee.

Next meeting will be December 1, 2022 at City Hall.

Respectfully submitted,

Sandy Wolford