

October 22nd notes (Approved as Amended: December 3rd 2015)

Date: October 22<sup>nd</sup> 2015

Time: 12:00pm

Location: The Bechtler House

Members Present: Amy Bridges, Barbara Meliski, Dawn Hemmelgarn, Don Cason, Diane Barrett, Richard Lundy, Tammy Martell, Willard Whitson

Members Absent: Jeff Bradley

Ex-Officios Present: Paula Roach

Ex-Officios Absent: Eddie Holland

TDA Staff Present: Michelle Whitaker, Karen Tegen, Taylor Hardin

Others Present: Mark Teague, Laura Greene, Raeann Turner

Meeting Called To Order At: 12:11 pm

Addition To Agenda: --- Additions Include: 1) Announcement from Richard Lundy 2) Announcement from Michelle Whitaker 3) Closed Session Personnel: G.S. 143-318.11

Motion To Adopt Agenda As Amended: First – Willard Whitson; Second – Barbara Meliski

Motion Passed.

Richard Lundy Announcement: Jamie Harris had resigned from the TDA Board. The search for a new member will begin in January.

Michelle Whitaker Announcement: Michelle has accepted a new position as General Manager at Camp Golden Valley with Defiant. This announcement served as her two weeks' notice.

Closed Session for Personnel: G.S 143-318.11

Motion to Enter Closed Session: First - Barbara Meliski; Second - Willard Whitson

No votes taken in closed session.

Changes To Prior Meetings Notes: Change notes to read: Motion to appropriate fund balance instead of saying motion to increase projected revenue.

Motion To Approve Prior Meetings Notes as Minutes: First – Dawn Hemmelgarn; Second – Willard Whitson

Motion Passed.

Finance Report: Don Cason

Don and Michelle met with Paula and Raeann in the Finance office to get a better understanding of finances and procedures. Working with the finance office, the finance committee will begin putting a new template in place as well as new protocols and procedures.

Finance Report: Michelle Whitaker

In the board report, page 7b (from finance) mimics page 7 (our report). We will include both for future reports.

This month we would like to complete Welcome Center maps, and Miscellaneous upgrades to the Welcome Center for a total of \$1,970.00 from Fund Balance (\$800.00 to Advertising and Marketing 370-00-000 and \$1,170.00 to Building Repair and Maintenance 351-00-000)

For Wayfinding, Mark Teague would like to complete \$24,000.00 (from Fund Balance to Wayfinding 510-03-000) in municipal plans.

This leaves \$189,000.00 or 21% of funds in fund balance.

Motion to Approve Finance Report and Move the money from Fund Balance:

First – Dawn Hemmelgarn; Second – Willard Whitson

Motion Passed.

Director's Report:

Michelle touched on the highlights of the month.

Project Manager Report:

Karen says the carpet renovation is started and the projected date of completion is this Friday.

Administrative Assistant Report:

Taylor is working on new policies with Michelle and hopes to have them completed for review at the next meeting.

Committee Updates:

TAF- Willard Whitson

Town of Rutherfordton put up \$50,000.000 for the Bechtler House. There was a like amount match from Stonecutter.

There will be a celebration event on October 29<sup>th</sup> beginning at 6pm where new exhibits and the Bechtler Riffle will be unveiled.

VIN- Dawn Hemmelgarn

Unofficial meeting with the Information Services Director and Project Manager to get a list of projects and ideas. This unofficial meeting also set the structure of the official committee. We will be setting dates soon.

Executive Committee- Richard Lundy

We are finally getting on solid ground.

Marketing Report: Michelle Whitaker

-Board members would like to be added to the distribution list for press releases

-We are starting to see a lot of traffic from Nashville, Tennessee.

-We are realizing that we are getting much larger ROI than we expected to see.

-Carolina Country and Upstate Lake Living are each doing three stories. The both love Bechtler.

-We have had great interest on the mock travel guide in the prize list for TIEC. We plan to continue this style.

-Fall driving tours seem to be popular at the Welcome Center by the visitors.

Final Announcements: Richard Lundy

We still need an official Secretary.

Diane Barrett has volunteered to consider the position.

Meeting Adjourned: 1:40pm

Next Board Meeting: December 3<sup>rd</sup> at 12 noon at the Bechtler House.