

CAMPBELL COUNTY LODGING TAX JOINT POWERS BOARD

Curtis Burdette, Chair

Ken Barkey, Vice Chair

Kasie Wanke, Secretary/Treasurer

Deb Schroeder, Member (Absent)

Paula Strohschein, Member (called in)

Betsy Jones, Member

Mary Beth Flanders, Member (called in)

Jessica Seders, Executive Director

CAMPBELL COUNTY LODGING TAX JOINT POWERS BOARD

Meeting Minutes

Thursday, March 19, 2020 3:30PM

GAMB Ponderosa Room

- I. Chair Curtis Burdette called to order the organizational meeting of the Campbell County Lodging Tax Joint Powers Board at 3:30pm.
- II. Quarterly County Commissioners Meeting: County Commissioners canceled their quarterly meeting with us due to the recommendations on social distancing and limiting meetings to under 10 people.
- III. Board Member Betsy motioned to approve the Consent Agenda. Vice Chair Ken seconded the motion. Motion carried 5-0.
 - Meeting Agenda
 - Payment Vouchers
 - January 16, 2019 Meeting Minutes – with correction that Chair Curtis Burdette abstained from the vote from the staff PTO so motion carried at 5-0.
 - Treasurer’s Report-
 - Lodging Tax Distribution Detail Report YTD
 - Bank Account Balances:
As of 2-29-20: Checking: \$122,484.67; Registration Account \$0.15. TOTAL \$12,484.82. WGIF CD’s TOTAL \$419,198.41, WGIF CD2 TOTAL \$200,461.15. GRAND TOTAL \$647,074.50*. *Includes \$517.00 Scholarship Fund. 10% MOU Savings Account Balance \$14,630.12. ALL ACCOUNTS GRAND TOTAL \$674,706.44.
 - January & February 2020 Financials
 - Executive Director’s Report- January through March
 - Sales and Event Coordinator’s Report- January through March
 - Office Manager/Marketing Reports – January through March
- IV. Board Member Comments to Report: The board talked briefly how COVID-19 is affecting their businesses.
- V. New Business:
 - Corona Virus Impact & Business Resources – Jessica shared the Wyoming Office of Tourism’s change in marketing strategy and discussed resources and webinars available to business owners.
 - Transfer of money in case of emergency – Jessica explained that the CVB will need transfer money from the liquid account held by WGIF in order to cover upcoming expenses. Since the board is not meeting monthly the board will need to vote now for the transfer. In the 2019/2020 budget \$130,927 were budgeted to be transferred but we had not had to make a transfer yet because income had been higher than expected and expenses had been kept lower than anticipated. In order just to make the bills for March – May, \$85,000 would need to be transferred but Jessica asked for \$100,000 to make sure expenses would be covered. Member Betsy made a motion to approve the transfer \$100,000 from the liquid WGIF account. Vice Chair Ken seconded the motion. Motion carried 5-0.
 - Building Safety/Security Update – Jessica explained after the situation of a suspected gunman in Flying J the CCCVB contacted the police department and fire inspector to discuss the safety of the Visitors Bureau building. The police department said they would be happy to come to the building and discuss plans for emergencies. Unfortunately, they have been busy and even more so at this time but they will come out. The fire inspector came and had 3 recommendations: replace the existing “EXIT” sign with a lighted sign; clean out from around the furnace/hot water heater; have the fire extinguisher serviced.
 - Update on Legislative Session Bills

- i. Optional Lodging Tax (1% or 2%) Ballot/PAC – The board discussed the opportunities and challenges around the Statewide Lodging Tax that will guarantee 2% to communities and give the option to go for either 1% or 2% more on the ballot. The board voted to work toward putting 2% on the November ballot with the understanding that if the current COVID-19 situation would change their opinion they could remove it. Jessica will work with Mary on the next steps and the board will review again at the next meeting in May. Vice Chair Ken made a motion to approve the 2% ballot initiative. Member Betsy seconded the motion. Motion carried 5-0.
- 3 Grant Request Approvals. Ken had to leave early but wanted it on record that he was ok with the recommendations of the board for award amounts. Member Kasie made a motion to approve the following grant amounts. Betsy seconded the motion. Motion carried 4-0.
 - i. Wyoming High School Rodeo Association - \$3,000
 - ii. Pat Weede Wrestling Tournament - \$500
 - iii. Thar Ranch Productions - \$2,700
- 2020/2021 Budget Draft Discussion – Jessica and Curtis explained that we are not able to really work on the upcoming budget because of the decrease in lodging tax that is anticipated because of the restrictions on travel. We hope to have a better idea of what to expect within the next few weeks. Jessica will start on the budget and then send it to the board for discussion, approval will occur in the May meeting. She also reminded the board that we will need a quorum in the June 15 budget hearing and adoption at 6pm at the Commissioners chambers.

VI. Old Business:

- New Building Location – Jessica explained that she and Gail had been looking at commercial properties for sale and they like the Team Properties building on 2nd Street across from the Legion. There was a meeting set to look at it again but it was canceled due to COVID-19. The current work toward the location on Cam-Plex property is still going forward but this will likely be a 10 year goal because of the size of the project. Both the CCCVB and Chamber would like to be somewhere more conducive to each organization’s work while the 10 year plan continues. Jessica talked to DG Reardon and let him know and would like everyone to tour the Team Properties location once we are allowed.
- DestinationNext Surveys/Findings and Strategic Plan Report-Out Discussion – Curtis explained he felt there are much more pressing matters right now but does want to follow the work outlined. Either Curtis or Jessica will send out the information from the DesinationNext and Berkley to the board.

VII. There were no visitors/comments to report.

VIII. There was no Executive Session required.

IX. The meeting was adjourned at 4:22pm.

Next Lodging Tax Board Meeting- Thursday, May 28, 2020 at 3:30pm, GAMB Ponderosa Room

Minutes submitted by: Jessica Seders, Executive Director

Signed by: _____ Date: _____
Curtis Burdette, Chairman

Signed by: _____ Date: _____
Ken Barkey, Vice Chair