**MINUTES**

**MONTGOMERY COUNTY CONVENTION & VISITORS COMMISSION**

**Tuesday, March 5, 2013 – 5:30 p,**

**Montgomery County Courthouse**

**100 East Main Street – Room 103**

**Crawfordsville, IN 47933**

The Montgomery County Convention & Visitors Commission met in regular session on March 5, 2013, at 5:30 p.m. Commission members present were John Frey, President, Steve Golliher, Vice President, Kelly Bielecki, Secretary, Nikki Copeland, Treasurer, Anita Klein, and Cindy Smith. Dan Guard was absent. Also present: Dan Taylor, Commission Attorney, Sharon Kenny, Executive Director of Convention & Visitors Bureau, and Mike Barton representing the Strawberry Festival.

The minutes of the February 5, 2013 Commission meeting were considered. Cindy Smith made a motion to approve as amended. Steve Golliher seconded. The motion passed.

President Frey briefly reviewed the Commission’s Mission/Vision statement/Core values. Steve Golliher made the motion to adopt the Mission Statement as presented. Nikki Copeland seconded. The motion passed.

President John Frey passed out his proposed Rules of Procedure for the Commission for board consideration. Mr. Taylor offered further explanation of the procedures. After review, Cindy Smith made a motion to approve the Rules of Procedure as submitted. Anita Klein seconded. The motion passed 6-0.

Sharon Kenny, MCCVB Executive Director provided an overview of the MCCVB audit report prepared by Reed & Company, P.C. Ms. Kenny fielded questions, and it was suggested that the MCCVB consider submitting future budget proposals to show expense account line items better aligned with the standard government account series. Mr. Taylor informed Ms. Kenny that a new budget from the MCCVB would not need to be submitted for consideration until June.

A $2,000 grant request to assist with advertising the Strawberry Festival was considered. The Grant Committee consisting of John Frey, Anita Klein, and Cindy Smith, met independently with Strawberry Festival representative, Mike Barton to contemplate the request. Upon the recommendation of the Grant Committee to approve the grant request, Kelly Bielecki made the motion to approve the $2,000 grant. Nikki Copeland seconded. The motion passed 6-0.

There was no Old Business.

Treasurer Nikki Copeland reported that the Commission has a balance of approximately $94,000.

Sharon Kenny, MCCVB Executive Director, reported on several matters:

1. She provided the Commission with the MCCVB January financial report and reminded the

Commission that the February financial report would be presented at the April meeting after

being approved at the MCCVB monthly board on February 26.

1. She gave an overview of the Bureau’s activities for February.
2. She reported that the co-op (with Putnam County) ad place in the Indiana Travel Guide had

already generated 790 requests—a 200% increase from a year ago.

There was no public comment.

With no other business coming before the Commission, the meeting was adjourned at 6:31.

Next meeting April 2, 2013.

Respectfully submitted,

Kelly Bielecki, Secretary