



# City of Broken Arrow

City of Broken Arrow  
Main Conference Room  
220 S 1st Street  
Broken Arrow OK  
74012

## Minutes

### Convention and Visitors Bureau

*Chairperson Patsy Terry*  
*Vice Chair Mark Frie*  
*Member Tiffani Bruton*  
*Member Tonya Ellison*  
*Member Lori Hendricks*  
*Member Lori Lewis*

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Monday, September 14, 2015

2:00 PM

Main Conference Room

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#### NOTICE AND AGENDA OF SPECIAL MEETING

##### 1. Call to Order

**Chairwoman Patsy Terry called the meeting to order at 2:02 PM.**

##### 2. Roll Call and Introductions

**Roll call and introductions were presented by Chairwoman Patsy Terry**

##### 3. General CVB Business

- a. Consideration, discussion and possible approval of August 18, 2015 CVB meeting minutes  
**A motion was made by Lori Lewis, seconded by Lori Hendricks, that the August 18, 2015 CVB meeting minutes be approved.**
- b. Consideration, discussion and possible approval of August 27, 2015 CVB meeting minutes  
**A motion was made by Lori Lewis, seconded by Lori Hendricks, that the August 27, 2015 CVB meeting minutes be approved.**
- c. Consideration, discussion and possible approval of Broken Arrow Economic Development Corporation grant request for Rose District Christmas Décor Expansion

**Lori Hill read the fact sheet and provided information for this grant request. Warren Unsicker with the Broken Arrow Economic Development Corporation was in attendance at the meeting and answered questions by the CVB. Mr. Unsicker provided information on the 16' tree that has been donated for the Rose District pavilion area. The expansion of the holiday lights would**

**go from Commercial Street to the Rose District Pavilion. The acorn light poles would be wrapped with LED lights as well as the trees at the pavilion.**

**A motion was made by Mark Frie, seconded by Lori Hendricks that the grant request for \$15,000.00 for the Rose District Holiday Light expansion be approved.**

- d. Consideration, discussion and possible approval of Ruts n Guts Cyclocross Grant Request

**Lori Hill read the fact sheet and provided information for this grant. Mike Guillen with Team Air Assurance was present at the meeting to answer questions by the CVB. Mr. Guillen stated this event is now a nationally ranked race and there are only 12 in the nation. The event is expecting 500 riders and potentially thousands of spectators.**

**A motion was made by Lori Hendricks, and seconded by Lori Lewis, that the \$10,000.00 grant request for Ruts n Guts be approved.**

- e. Consideration, discussion and possible approval of updated CVB Bylaws

**Lori Hill read the fact sheet and provided information on the requested CVB bylaw update. Updates to the CVB bylaws include the term expiration, removal of Secretary position, adding "2015" to the bylaws and an attendance clause.**

**A motion was made by Mark Frie, seconded by Lori Lewis, that the updated CVB bylaws be approved.**

**4. Tourism Director Report including updates on the following:**

- a. Red, White and Brew Follow Up Report

**This General Business was informational only - no action required or taken.**

- b. Keep Broken Arrow Beautiful Rose Festival Follow Up Report

**This General Business was informational only - no action required or taken.**

- c. Presentation and discussion of August 2015 Hotel/Motel Tax Collection Report

**This General Business was informational only - no action required or taken.**

- d. Presentation and discussion of YTD expenditures

**This General Business was informational only - no action required or taken.**

**5. Adjournment**

**A motion was made by Lori Lewis, seconded by Patsy Terry, that the meeting be adjourned at 2:48 PM.**