

**BROKEN ARROW CONVENTION AND VISITORS' BUREAU
MEETING MINUTES
Monday, July 13, 2015**

The Broken Arrow Convention and Visitors' Bureau met in special session at City Hall in the Main Conference Room, 220 South First Street, Broken Arrow, OK 74012.

1. Call to Order

Mark Frie, Vice-Chairman, called the meeting to order at 11:31 AM

2. Roll call and Introductions. Roll was called by Lori Hill

Present:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks, Lori Lewis
Absent:	Patsy Terry

City Staff

Present:	Scott Esmond, Lesli Myers and Lori Hill
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Guests:

Present:	Amy Bomar and Warren Unsicker
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3. General CVB Business

a) June 10, 2015 CVB Meeting Minutes

Motion:	Motion to approve June 10, 2015 CVB Meeting Minutes
Motion by:	Lori Lewis
Second:	Tiffani Bruton
Ayes:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks and Lori Lewis
Nays:	

b) June 30, 2015 CVB Meeting Minutes

Motion:	Motion to approve June 10, 2015 CVB Meeting Minutes
Motion by:	Lori Lewis
Second:	Tonya Ellison
Ayes:	Tonya Ellison, Mark Frie, Lori Hendricks and Lori Lewis
Nays:	

c) Consideration, discussion and possible approval of White Linen grant request

Lori Hill presented the item for consideration and reviewed the information from the fact sheet. Lori Lewis mentioned that Greg (event organizer) has support this year from the Main Street Merchants Association and is also working with BA Buzz. Greg is working to acquire additional vendors for this event. Warren Unsicker, Broken Arrow Chamber of Commerce, provided information related to the event banners in the Rose District.

Motion:	Motion to approve \$1,500 grant funding for Rose District event banners for White Linen Night
Motion by:	Mark Frie
Second:	Lori Hendricks
Ayes:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks
Nays:	Lori Lewis (inadvertently did not leave the room so her abstain vote counted as a “no” vote)

d) Consideration, discussion and possible approval of updated meeting schedule and meeting location for CVB monthly meetings

Lori Hill provided information regarding the relocation of the monthly CVB meetings to Council Chambers. In order to stay close to the existing meeting date (second Monday of each month), the meetings are suggested to be moved to 2:00 the second Monday of each month.

Motion:	Motion to approve updated meeting schedule and meeting location for CVB monthly meetings to 2:00 pm in Council Chambers
Motion by:	Lori Hendricks
Second:	Lori Lewis
Ayes:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks and Lori Lewis
Nays:	

e) Consideration, discussion and possible approval of Broken Arrow Historical Society Night at the Museum grant request

Lori Hill presented the item and read the event description from the fact sheet. Lori Hill introduced Amy Bomar and Lori Lewis to provide additional information regarding the event and to answer any questions from the CVB. This event will mark the 40th anniversary for the Broken Arrow History Museum. It is the key fundraiser for the museum. Grant funds will be used to offset the entertainment costs to have the Tulsa Jazz Orchestra play at the event.

Lori Lewis left the room at 11:56 AM

Motion:	Motion to approve the Broken Arrow Historical Society Night at the Museum grant request for \$2,800.00
Motion by:	Mark Frie
Second:	Lori Hendricks
Ayes:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks
Nays:	

Lori Lewis came back to the room at 11:57 AM.

4. Tourism Director and Committee Reports.

Lori Hill presented the updated hotel lodging report. Scott Esmond stated that there were additional hotels coming on board in the future and asked Warren Unsicker to provide additional information. Warren provided information about the Stoney Creek Conference Center and the Hilton Garden Inn.

Lesli Myers provided information regarding the meeting room location change and the open meetings act. Lori Hill mentioned that each CVB member should have a copy of the Open Meeting book.

Lesli Myers also clarified the voting procedures and when a CVB member abstains a vote. Tiffani Bruton requested a board refresher to update the CVB on governance procedures. Lori Hill mentioned that David Blue has resigned from the CVB and a replacement for him will be forthcoming. Tiffani mentioned it might be a good time once that replacement is on the CVB to coordinate the board refresher then.

5. New/Old Business – None

6. Adjournment of meeting at 12:10 PM

Motion:	Move to adjourn
Motion by:	Lori Hendricks
Second:	Tiffani Bruton
Ayes:	Tiffani Bruton, Tonya Ellison, Mark Frie, Lori Hendricks, Lori Lewis
Nays:	None