

SWITZERLAND COUNTY RECREATION, TOURISM AND CONVENTION COMMISSION
MEETING MINUTES
February 19, 2018

Meeting Information

These are the minutes of the regularly scheduled meeting of the Switzerland County Recreation, Tourism And Convention Commission held Monday, February 19, 2017, at 6:00 PM at the Switzerland County TEC Building, Vevay, IN, 47043. The meeting was chaired by Sheri Works (President) and it was determined that a quorum was present. The following Commission Members were present (in last name alphabetical order): Anita Danner, Barbara Davidson, Rhonda Griffin, Pam Haines, Andrea Kappes, Stacy Streett, and Don Talbert. Jeanne Bragg was absent from the meeting.

Others present include: Lacey Ekberg (Exec Dir), Stephanie Furnish (CPA), Martha Bladen (Historical Society), John Kniola (guest).

Actions of the Board

A. General Business

1. The meeting was called to order and opened with the Pledge of Allegiance. A request was made by Sheri Works to approve the Consent Agenda with changes.
 - a. Sheri Works revised by-laws regarding meetings under the determination of officers. She changed the wording on the election of officers to reflect the current process.
 - b. Pam Haines requested that the January minutes be changed to reflect that she was present at the meeting.

Rhonda Griffin made a motion to approve the Consent Agenda with changes, seconded by Anita Danner. Motion carries.

B. Martha Bladen presented the 2017 - 2018 Historical Society Yearbook. Copies are available to the public at the Historical Society Museum and Switzerland County Tourism. Plans for 2018 include eight programs/events. Additionally, there will be six classroom-learning events hosted by the Historical Society and Musee de Venoge.

C. Committee Reports

1. Executive Committee: Sheri Works reported that we have obtained a federal ID number for SCRTCC and a certificate of incorporation for SCT as non-profit. Both entities are filed with the state. We need to address account issues to separate the two organizations.
2. CPA Report: Stephanie Furnish reported that taxes are ready for filing.
3. Directors Report: See Directors Report on Google Docs as presented by Lacey Ekberg.

D. Unfinished Business:

1. Campground.
 - a. Camp Host: Lacey Ekberg reported that she has contact with a couple that is interested in contracting seasonally to manage the campground. They would handle everything in exchange for a camp spot.
 - b. Lacey Ekberg will research Wi-Fi costs with Spectrum and Century Link.
 - c. Lacey Ekberg also reported that meetings are needed with Joe Parham regarding the campground and future riverfront development. This also includes meetings with the Corps of Engineers regarding pilings and retaining wall near the stage.

2. Kiosk: Lacey Ekberg reported that SCRTCC is paying Pro Media \$500 per month to manage the kiosk software. She recommends replacing the Pro Media kiosk program with the SCRTCC website which we would manage.

Don Talbert made a motion to remove Pro Media as kiosk manager and replace the software with the SCRTCC website managed by the SCRTCC staff, seconded by Anita Danner. Motion carried.

E. New Business

1. Proposal for Small Business Grant and Loan Program: Discussion regarding advantages and for establishing a grant and loan program through the SCRTCC for Switzerland County small businesses.

Barbara Davidson made a motion to create a committee to develop Small Business Grant and Loan Program including procedures, application process, and the awarding of grants/funds, seconded by Don Talbert. Motion carries.

There was continued discussion regarding the budget adjustment for the small business loan/grant program.

Don Talbert made a motion to approve the budget adjustment for the Small Business Grant and Loan Program, seconded by Pam Haines. Motion carries.

2. Southeast Indiana Spring Classic Beef Show May 18 -19. Lacey Ekberg reported that this is a state sanctioned show with over 250 entries and will require an overnight stay. There was discussion regarding a food plan and if SCRTCC was interested in providing one. Lacey will check with the organization to see if they have a food plan or they need any assistance from SCRTCC.

3. Lacey Ekberg requests board approval for a new account for the Commission EIN number.

Andrea Kappes made a motion to open a new account for the Commission EIN number, seconded by Rhonda Griffin. Motion carries.

4. Rhonda Griffin reported that Tri Kappa is looking to do a fundraiser craft show in the fall. She reports that the American Legion Auxiliary had done craft shows in the past but will not be hosting one this fall thereby eliminating any conflict.

5. Lacey Ekberg reported that Mike Bear has not submitted a budget plan and therefore would not be organizing a fall car show this year. Lacey will be looking to organize another event for September.

6. Sheri Works reported that there is a need for review of the employee PTO policy for part time employees. She will be reviewing other organization's policies and compare them with ours.

7. Stephanie Furnish reported that the Gateway Report and 900's are complete.

Anita Danner made a motion to adjourn the meeting, seconded by Rhoda Griffin. Motion carried.

The next regularly scheduled meeting for the SCRTCC is Monday, March 19, 2017 at 6:00 PM at the Switzerland County TEC building in Vevay, IN 47043.

Commission Secretary
Barbara Davidson