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SWITZERLAND COUNTY RECREATION, TOURISM AND CONVENTION COMMISSION

MEETING MINUTES

September 18, 2017

I. Meeting Information

These are the minutes of the regularly scheduled meeting of the Switzerland County Recreation, Tourism And Convention Commission held Monday, September 19, 2017, at 6:00 PM at the Ogle Haus Inn, 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): Jeanne Bragg, Anita Danner, Barbara Davidson, Rhonda Griffin, Pam Haines, Stacy Streett, and Don Talbert. Michele Thompson was absent from the meeting.

Others present include: Stephanie Furnish (CPA) and Sarah Givin.

II. Actions of the Board

A. General Business

1. The meeting was called to order and opened with the Pledge of Allegiance. A motion was made by Sheri Works to approve the Consent Agenda. Anita Danner requested a change to the SCRTCC Minutes dated August 21, 2017. Anita stated that the Historical Society submitted their line item funding request on July 24, 2017. This was confirmed.

Pam Haines made a motion to approve the Consent Agenda with correction made to the minutes dated August 21, 2017 as requested by Anita Danner, seconded by Don Talbert. Motion carried.

2. Public Presentations:

a. Sarah Wolf presented the funding request for Vevay Main Street. The request does not include any other funding or requests for funding from other organizations. Sarah said they did earn \$1200 for volunteering at one of the Swiss Wine fest admissions booth (see attachment).

b. John Stave, representing the Historic Hoosier Theater presented their Financial Analysis - Forecast/Actual for 2018 (see attachment).

B. Committee Reports

1. Executive Committee: Sheri Works stated that the search continues for a director and there have been more submissions since the position was posted on Indeed.com.

2. Activities and Acquisitions: Two upcoming events are Sleepy Hollow and Light Up the Park. Sleepy Hollow is seeing an increase in vendors.

3. Special Projects: No Report

4. Technology and Performance Analysis:

a. Don Talbert stated he would discuss with Joe the need for direct links between SCRTCC and county organizations. He also stated he would request search engine optimization specifically for the Historic Hoosier Theater.

C. Unfinished Business:

1. Line Item Funding Requests: SCRTCC Board has received requests from Swiss Wine Festival, Historic Hoosier Theater, Lynx Wrestling, Historical Society, and Vevay Main Street. Need request form the 4H Fair board.

2. AIC Conference. Anita Danner reported that funding had been received. This event will draw over 700 to Switzerland County 26-28 September 2017 representing every county in Indiana.

3. Riverboat Dock Extension. Sheri Works reported that the concrete has been poured but the dock tops are manufactured and shipped from Florida. It may take some time to receive them due to the recent

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hurricanes. The docks will stay in until the tops are received to ensure everything is complete and operational before they are removed for the season.

4. Kiosk at Belterra and Visitors Center: Sheri Works stated that both are nearly finished.

5. Sewer Issue - Tourism Office. Issue is AJ's and Tourism combine two businesses feeding into a residential line that backs up frequently. Sheri Works states that AJ's sewer line needs to be separated from the Visitor Center. The initial rough estimate to do this is \$30,000 - \$40,000 comprising of excavating cement and moving gas lines, electric, and A/C. Another possible option is to build a pit and lift station in AJ's basement and that would pump out into a separate line. This would be a less expensive and less invasive option. Estimates are pending and plan is to have work completed between Sleepy Hollow and Festival of Lights.

6. Camping at Ogle Park. Develop a proposal for the board by January regarding the possibility of tourism taking operational control of the existing campground in Ogle Park for 2018.

D. New Business

1. King Cat Tournament. Discussion regarding event which was sponsored with Cabela's in the past, resulting in limited return on investment. Activities and Acquisitions will conduct further research for feasibility.

2. Events meeting to coordinate 2018 calendars with line item recipients and other organizations. Sheri Works reported the need for a consolidated and coordinated calendar of events with line item recipients and other organizations in the county. Staff to prepare a tentative events list.

E. Public Comments:

1. Don Talbert reported that Mike Bear would like to host the Car Show for 2018. Don will talk Mike about presenting a proposal and budget in line with Tourism 2020.

2. Sarah Given requests permission for the staff to sell souvenirs and other county unique items at the visitor centers. Staff will prepare a plan identifying items, costs, and display location.

F. Adjournment:

Don Talbert made motion, seconded by Rhonda Griffin to adjourn the meeting. Motion carried.

The next regularly scheduled meeting for the SCRTCC is Monday, October 16, 2017 at 6:00 PM at the Ogle Haus Inn Conference Room in Vevay, IN 47043.

Commission Secretary
Barbara Davidson

Attachments:

- 1 - SCRTCC Action Register
- 2 - Vevay Main Street Funding Request 2018
- 3 - The Mission of Hoosier Theater (funding request included)

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SCRTCC ACTION REGISTER

As of 9/18/17

Activity	Responsibility	Update as of 9/18/17
Road Sign Project	Special Projects - Bart Davidson	Currently reviewing state guidelines to determine costs and will hand off project to staff when director is hired. Will participate in state webinar "Navigating Road Signs in Indiana" 9.26.17
Joint Meeting with County Commissioners and Town Council	Don Talbert	Contact all entities to set up meeting to enhance communication and concerns. Don will follow up with Josh South who was coordinating once the new director is hired.
Staffing update	Exec Committee	Continuing search for director vacancy.
Line Item Funding Requests	Exec Committee	Will meet on 10/10/17 to discuss and prepare. 4H Fair board is the only organization that has not submitted. Sheri will contact them.
Kiosk at Belterra/Visitor Center	Sheri Works	Nearly complete.
Repairs for back and outside of visitors center	Michele Thompson	Repair/replace roof, chimneys, box gutters, soffits, and fascia. Remove and replace air compressor during repairs. Repair building to eliminate bat access. Abatement of bat droppings TBD. Board approved up to \$40k for repairs. No update.
Operation of Campground	Sheri Works Michele Thompson Bart Davidson	Develop a proposal for the board regarding the possibility of tourism taking operational control of the existing campground in Ogle Park for 2018.
Change internet service provider for staff and visitor center.	Hannah Shelton	Determine if there is a current contract and cost savings in switching. No update.
King Cat Tournament	Activities and Acquisition	Will research more info for further discussion.
Selling of souvenirs in Visitor Center	Sarah Given, Hannah Shelton	Prepare a proposal on items, location, and costs.
2018 Coordinated Calendar of Events	Hanna Shelton	Prepare a tentative events list/calendar.