

SWITZERLAND COUNTY TOURISM
MEETING MINUTES
May 21, 2018

Meeting Information

These are the minutes of the regularly scheduled meeting of the Switzerland County Tourism held Monday, May 21, 2018, 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): Jeanne Bragg, Anita Danner, Barbara Davidson, Pam Haines, Andrea Kappes, and Stacy Streett. Rhonda Griffin and Don Talbert were absent. Others present include: Lu Scudder (Assistant Director, SCT), Stephanie Furnish (CPA), and 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.
Anita Danner made a motion to approve the Consent Agenda, seconded by Jeanne Bragg. Motion carries.

B. Presentations: Ted Brown scheduled but did not show.

C. Committee Reports

1. Executive Committee:

- a. Sheri Works reported that the updated SCT PTO policy was added to the employee handbook. The executive committee needs to approve a transition plan for current employees.
- b. Sheri Works stated that Lu Scudder, the new assistant tourism director, is employed "at will" not under contract.
- c. Pam Haines requested an update on Lacey Ekberg's work status relative to her tasks and projects for accountability. Sheri Works stated that she request a monthly report from Lacey.
- d. The executive committee will meet Tuesday, 5/29/18 at 9:00 AM, at SCT for the semi-annual budget review.
- e. Grant/Loan Committee: Policies and applications are complete and businesses have started applying. The deadline for applications is 7/1/18. The committee will review the applications electronically or at the SCT office, for correctness and completion. The committee will meet on 7/16/18, prior to the SCT monthly meeting, to decide which applications we will award.

The committee needs to decide on the training process and Lu Scudder will be contacting appropriate organizations to help get us started.

2. Directors Report: See Directors Report on Google Docs.

3. Event Recap: See Events Report in Google Docs.

D. Unfinished Business:

1. Camp Host: The campground is still unavailable due to flood damage; therefore our arrangement with the camp host is cancelled. Assessments to repair damage from Joe Parham include: a) expand 25 current sites to 32, b) expand each site to allow for more space, c) update electrical, d) install water spigots one per two camp site, and (e) lay gravel for sites until ground is firm enough to install concrete pads. Joe Parham estimates these repairs to cost \$50,000. Sheri Works requested a motion to approve \$50,000 to do these repairs. Barbara Davidson and Pam Haines requested a formalized bid, in writing, detailing these costs. There was much discussion regarding a) the necessity to get the repairs done for this season, b) the reasons why SCT is moving into the camp ground business, and c) what are FEMA and the Town of Vevay's administrative and fiduciary responsibilities regarding the damage and future operation of the camp ground.

Anita Danner made a motion to approve repairs and improvements to campground not exceeding \$50,000.00. No one seconded the motion. Motion fails.

More discussion continued regarding a written itemized bid.

Anita Danner made a motion to approve repairs and improvements to campground not exceeding \$50,000.00 after review of a written itemized bid, seconded by Andrea Kappes. Vote was four yeas and two nays. Motion carries.

2. Ice Rink Insurance Quote: See Insurance Document in Google Docs. SCT will research more quotes, current quote does not allow for the renting or loaning of the ice rink to other organizations.

3. Sewer Issue: Sheri Works reported that a separate straight-line pipe is needed for AJ's. Sheri Works reported that she discussed issue with Joe Parham and he states that it will take approximately \$10,000.00 to repair.

4. Street Banners. Pam Haines reported that the banners were inventoried and sorted by usefulness/event specific. SCT has enough to change out for the seasons but not enough for specific events. They will get a list of recurring events to further address the need for banners.

E. New Business

1. Hannah Shelton submitted her resignation. Her last day will be June 2, 2018.

2. Sheri Works reported that there has been interest in a new business for Switzerland County involving a hops farm for agri-tourism including an outdoor event center.

F. Public Comments: None

Andrea Kappes made a motion to adjourn the meeting, seconded by Stacy Streett. Motion carries.

The next regularly scheduled meeting for the SCT is Monday, June 18, 2018 at 6:00 PM at the Switzerland County TEC building in Vevay, IN 47043.

SCT Secretary
Barbara Davidson