

SWITZERLAND COUNTY TOURISM  
MEETING MINUTES  
Monday, March 9, 2020

Meeting Information

These are the minutes of the meeting of the Switzerland County Tourism held Monday, March 9, 2020, at 6:20 PM at the Switzerland County Tourism Visitors Center, Vevay, IN, 47043. The meeting was chaired by Pam Haines (President) and it was determined that a quorum was present. The following board members were present (in last name alphabetical order): Jon Bond, Melissa Brush, Barbara Davidson, Mike Dean, Rhonda Griffin, Andrea Kappes, Jon Charles Smith, and Stacy Streett.

Others present include Paula Myers (CFO, SCT), Geri Emmelman (Office Manager, SCT), John Kniola (Vevay Main Street, Historic Hoosier Theater, and Switzerland County Parks), Satolli Glassmeyer (History in Your Own Backyard), and Teresa Bovard Lyons (Homestead Realty).

Actions of the Board

A. General Business

The meeting was called to order. A request was made by Pam Haines to approve the Consent Agenda. **Rhonda Griffin made a motion to approve the Consent Agenda with one change. It was Andrea Kappes who seconded the motion to grant \$5,000.00 (\$2,500.00 each to the Art Center and Switzerland County Museum) for a feasibility study toward improving the facilities' accessibility. Motion to approve Consent Agenda with change, seconded by Jon Charles Smith. Motion carries.**

B. Presentations

1. Satolli Glassmeyer, owner of History in Your Own Backyard. See handouts. Presentation regarding the production of videos to highlight and advertise historic places and events in Switzerland County. The board discussed the possibility of doing a project like this with involvement from other county entities. Discussion was tabled for further research.

C. Committee Reports

1. Executive Committee:

a. Staff Planning. Pam Haines presented a staff planning packet for approval. See handouts.

**Andrea Kappes made a motion accept the Staff Planning as presented, seconded by Mike Dean. Motion carries.**

2. Directors Report: See board packet for additional information.

a. Paula Myers announced that two businesses have shown interest in participating in the Spring Fling. The board decided to cancel the event.

b. The video conference with Trully Business regarding Google and internet marketing will commence on March 18, 2020 at 3:00 PM at the Visitor's Center.

3. Grant/Loan Committee:

a. Barbara Davidson announced a submission for the grant program and needs input from other board members before submitting a recommendation. Jon Bond, Mike Dean, and Jon Charles Smith volunteered to review the submission.

D. Unfinished Business: None

E. New Business

1. Video/Audio Attendance at Meetings: The board agreed to amend the by-laws to permit members to attend meetings electronically, but no more than three times per calendar year. Electronic attendance would count the member as present and eligible to vote as part of the quorum.

2. Adopt By-Laws: Jon Bond pointed out that the proposed by-laws require more review and updating for clarification. Most noted is the use of the SCRTCC in lieu of SCT. This issue was tabled for next month.

3. Format of Meetings: The board agreed to enforce the SCT Meeting Agenda Request Form for those interested in speaking at a scheduled board meeting. Presentations will be limited to 10 minutes. All presentations will be placed on the agenda under Public Comments, but may move at the President's discretion.

4. Job Descriptions: See board packet.

5. Adopt SCT Employee Handbook: See handout. It was noted that all references to SCRTCC in the proposed employee handbook need changing to SCT. All staff are hired under SCT.

**Barbara Davidson made a motion to accept the proposed employee handbook with changes, seconded by John Charles Smith. Motion carries.**

6. Welcome Geri Emmelman: Geri accepted the position of Office Manager, SCT effective 3.10.2020.

#### F. Public Comments

1. Rhonda Griffin expressed concerned for staff and guests regarding coronavirus (COVID-19.) Paula Myers reported that SCT has suspended all business visits and reminds staff to wash hands, use sanitizers and surface wipes, especially after handling cash.

2. Stacy Streett suggests that we research other less expensive means of obtaining videos relative to Satolli Glassmeyer's presentation. She suggests we explore student opportunities before making financial decisions.

3. Stacy Streett asked when the light project would continue on Main and north Ferry streets. This project was a business initiative and she was referred to Rose Leap.

4. Jon Charles Smith wanted to provide full disclosure on his participation in the Indiana Humanities Council and the Indiana Division of Historic Preservation and Archeology.

5. John Charles Smith requests we give serious consideration in researching future participation in the following projects and activities:

- a. Creation of an antiques extravaganza in Vevay hosted by SCT.
- b. Obtain recognition through the National Parks Service as a National Heritage Area. More information can be found at <https://www.nps.gov/subjects/heritageareas/index.htm>.
- c. Submit a proposal to host a future Indiana Preservation Conference.

**Rhonda Griffin made a motion to adjourn the meeting, seconded by Barbara Davidson. Motion carries.**

The next regularly scheduled meeting for the SCT is Monday, April 13, 2020 at 6:00 PM at the Switzerland County Tourism Visitor's Center, Vevay, IN 47043.

SCT Secretary  
Barbara Davidson