



Washington Parish Tourism

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Louisiana's Toe of Adventures

Minutes of the Washington Parish Tourism Commission
Board of Commissioners
April 25, 2025 10:00am
Franklinton, LA

President Mark Irvine called the meeting to order. The invocation was given by Cynthia August.
Roll call: (quorum present)

Commissioner Present	Commissioner Absent
Mark Irvine	Lorraine Hall
Ella Bickham	Edna Kennedy
Krystal Peterson	
Tonya Sharp	
Cynthia August	
Others: Patty Alford, Director of Tourism	
Attorney Nicole Frey Parish President Ryan Seal Washington Parish Sheriff's Tax Dept- Jamie Butts, Lesa Henry, Hannah Murphy Washington Chamber- Kim Windham Geaux Techie- Danny Garner	

Cynthia August made a motion to dispense the reading of the March 2025 minutes due to the fact that minutes were emailed to members of the Commission prior to the meeting and approve the minutes as written, the motion was seconded by Ella Bickham. No public discussion, vote passed with Cynthia August abstaining from the vote.

The financial statements were reviewed for March 2025.

The checking account balance \$ 75,420.45 according to the bank statement dated 03/01/2025

Summary of account from 03/01/2025-03/31/2025 follows:

Date	Credits	Debits	Amount
3/31/2025	20.24	Interests	
03/13/2025		Tangi Parish CVB	500.00
03/24/2025		Southeast Business	44.79
03/25/2025		Ray Watson Properties	1100.00
03/27/2025		Hancock Bank	366.98
03/12/2025		MP Accounting	165.00
03/28/2025		Washington Parish Government	1742.71
03/16/2025		The Daily News	86.10
03/28/2025		La. Office of Tourism	200.00
03/21/2025		Patty Alford	494.46
03/24/2025		Zachary Mariana (Zona Sponsorship)	500.00
03/11/2025		WST	74.50
03/17/2025		Town of Franklinton	75.31
03/21/2025		NEC FIN	175.92

The March 2025 statement was approved with a motion from Ella Bickham, a second from Cynthia August, the motion carried unanimously.

In old business, the Washington Parish Occupancy Tax was discussed. Attorney Nicole Frey was introduced. A motion from Cynthia August, seconded by Tonya Sharp to enter into a contract with Nicole Frey at the rate set forth in her proposed contract was made, no discussion from the public, the motion carried unanimously.

A presentation by Nicole Frey of the history, legislative laws, court cases, Louisiana Attorney General opinion, as well as agreement with the Parish Tax collector, and the proposed Resolution for the levy and the occupancy tax were discussed between Commission members and the public in attendance. A motion from Ella Bickham to advertise for a public hearing regarding the resolution for the Washington Parish Tourism Commission to initiate the collection of the Occupancy Tax per Louisiana legislation effective July 1, 2025 with the Washington Parish Sheriff's Department the official parish tax collector. The meeting will be May 16, 2025 at 10:00 at 1950 Washington Street, Franklinton. A second from Cynthia August, the motion unanimously carried.

A reminder from the Office Manager for all commissioners to complete 2025 Code of Ethics Training, and submit the 2024 Financial Disclosures.

A motion from Ella Bickham to withdraw the former motion approved from the March meeting regarding extra pay for the Office Director, upon a recommendation from Parish accountant, Donna Graham. A second from Krystal Peterson, the motion carried, unanimously, no public discussion. Ella Bickham made a new motion to grant extra pay for the office manager per the regularly hour rage for anything over 20 hours to be submitted bimonthly to parish government, second from Cynthia August, no public discussion, the motion carried unanimously.

A motion was made by Cynthia August, a second from Ella Bickham to allow the office director to revise any CEA budgets, complete any required documentation, and expend the funds in accordance with guidelines by the Louisiana State Treasury so as to expend all funds awarded by June 30, 2025. The Excess CVB potential funding was discussed. The potential use of funds was revealed to the public and an open discussion held. The motion carried unanimously.

In new business, two proposals for meeting recordings were reviewed. Ella Bickham made a motion to accept a proposal from EB Digital Marketing for the recording and digital storage for the future monthly WPTC meetings, open to public discussion, the motion carried unanimously.


The Office manager, Patty Alford presented the monthly manager's report, a motion to accept the report from Krystal Peterson, second from Tonya Sharp, open to public discussion, the motion carried unanimously.

Ella Bickham made a motion to close the Tourism Office the week of June 23-27, 2025, a second from Cynthia August, open to public discussion, the motion carried unanimously.

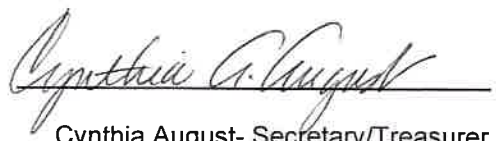
There were no other business matters, and no input from the public, next meeting is Friday, May 16, 2025, at 10 am.

A motion to adjourn from Ella Bickham, second from Krystal Peterson, no public discussion, unanimously vote, the meeting closed.

The next scheduled meeting is May 16, 2025 at 10:00.



Mark Irvine- President



Cynthia August- Secretary/Treasurer