

Warrensburg Convention & Visitors Bureau Minutes

Via Zoom

10 a.m. Thursday, March 10, 2022

A meeting of the Warrensburg Convention and Visitors Bureau was held via Zoom on Thursday, March 10, 2022 at 10:01 a.m. with President Tom Koenigsfeld presiding.

Roll was called as follows:

Present: Kelly Brooks, Tom Koenigsfeld, Ginny McTighe, Dana Phelps, Diane Thompson and Diane Whitworth; exofficio members Danielle Dulin and Danielle Fesler

Absent: Scott Thomason; exofficio member Jim Kushner

The adoption of the agenda was considered. McTighe made a motion to adopt the agenda as presented. The motion was seconded by Thompson. Motion passed.

Minutes of the February 10, 2022 WCVB Board meeting were considered. McTighe made a motion to approve the meeting minutes as presented. The motion was seconded by Brooks. Motion passed.

Financial report was provided by the WCVB director. As of March 2, 2022, 19% of budgeted expenses have been incurred. As of March 2, 2022, the total lodging tax posted for FY 21-22 is \$128,600. Total revenue (lodging tax and grants) posted as of the meeting date is \$161,614. Board was asked to note February transfers had not been posted. The financial report reflects the budget revisions approved October 14, 2021 for FY 21-22. The director did note the FY 21-22 budget will need to be revised to reflect the decrease in revenue from the lease of the office and apartment at 205 N Holden, the salary increase of the director's pay and the decrease in part-time staff expenses.

The director presented proposals for professional design services at 205 North Holden. William Graves, City of Warrensburg Senior Public Works Project Manager, presented information regarding the process and the City of Warrensburg's Contract for Services agreement. Two proposals were received: M Design LLC and Davidson Architecture & Engineering. Thompson made a motion to approve the director to sign into contract for services with M Design LLC per the City's Contract for Services agreement. The motion was seconded by McTighe. Motion passed.

The director updated the board on the WCVB committee's and progress on the WCVB's strategic plan.

The director's report was given. The director discussed upcoming projects and meetings. An update on the WCVB grant program and the Missouri Division of Tourism grant program (2021-2022 and 2022-2023) was provided. The Board was reminded the April WCVB Board meeting will be in-person. The meeting will include a tour of 205 N Holden.

City Manager Danielle Dulin provided the City of Warrensburg update.

No other items were presented.