

# Warrensburg Convention & Visitors Bureau Minutes

Via Zoom

10 a.m. Thursday, April 14, 2022

A meeting of the Warrensburg Convention and Visitors Bureau was held at the Warrensburg Municipal Center, 200 S Holden Street, Warrensburg on Thursday, April 14, 2022 at 10:01 a.m. with Treasurer Diane Whitworth presiding.

Roll was called as follows:

Present: Kelly Brooks, Ginny McTighe, Dana Phelps, Diane Thompson and Diane Whitworth; exofficio members Jim Kushner and Danielle Fesler

Absent: Tom Koenigsfeld and Scott Thomason; exofficio member Danielle Dulin

Guests: Mayor Scott Holmberg, Council Member Casey Lund, City Clerk Jodi Schneider, Lexi Roberson (UCM Student), Tom McCormack (Warrensburg School Board), and Sara Lawson (Star Journal).

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

Minutes of the March 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.

A recognition of National Volunteer Recognition Month the WCVB Board and City of Warrensburg Council Members were presented engraved cups with the WCVB logo with a note of appreciation for all their support and time dedicated to the WCVB and it's mission.

Financial report was provided by the WCVB director. As of April 12, 2022, 64% of budgeted expenses have been incurred. As of April 12, 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 \$163,154 (41%). The expense category saw a substantial increase due to the expense of purchasing 205 N Holden being transferred from the 2020-2021 budget to the current budget (2021-2022). The check was cut prior to October 1, 2021, but the paperwork to purchase the property was not completed until October 4, 2021. This will be reflected in the 2021-2022 revised budget presented to the Board.

Board was asked to note April transfers had not been posted. The financial report reflects the budget revisions approved October 14, 2021 for FY 21-22. The director noted 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 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 of important upcoming dates for the WCVB.

City Councilman Jim Kushner provided the City of Warrensburg update.

The Board was reminded of the Board Meeting Schedule.

No other items were presented.

The Board and guests toured the property at 205 N Holden Street. Additional guests joined on the tour: City Manager Danielle Dulin and City Finance Director Marcella McCoy.