

Warrensburg Convention & Visitors Bureau Minutes

Via Zoom

10 a.m. Thursday, July 14, 2022

A meeting of the Warrensburg Convention and Visitors Bureau was held by Zoom on Thursday, July 14, 2022 at 10:03 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 Jim Kushner, Danielle Dulin, and Danielle Fesler

Absent: Scott Thomason

Guest: Marcella McCoy, City of Warrensburg Finance Director

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

Minutes of the June 9 2022 WCVB Board meeting were considered. McTighe made a motion to approve the meeting minutes as presented. The motion was seconded by Koenigsfeld. Motion passed.

Minutes of the June 28, 2022 WCVB Board special meeting were considered. Brooks made a motion to approve the meeting minutes as presented. The motion was seconded by McTighe. Motion passed.

Financial report was provided by the WCVB director.

As of July 7, 2022, 89% of budgeted expenses have been incurred.

As of July 7, 2022, the total lodging tax posted for FY 21-22 is \$255,044.20. Total revenue (lodging tax and grants) posted as of the meeting date is \$291,543 (70%).

Board was asked to note July transfers had not been posted as of the date of the report. The financial report reflects the budget revisions approved October 14, 2021 for FY 21-22.

The WCVB director presented the financial institution agreement with Equity Bank for the board's review and approval. The City of Warrensburg included the WCVB's financial needs in with it's request for proposals in 2018. This allowed the WCVB to have access to better interest rates, lower fees and access to a variety of services. Utilizing the same financial institution as the City provides seamless services as the City Finance Department process the WCVB's payroll, accounts payable, bank reconciliation, along with assisting with tax filing preparation and annual audit. The City released its RFP for financial institution services in spring 2022. Central Bank and Equity Bank. The Warrensburg City Council approved an agreement with Equity Bank on Monday, July 11. Equity Bank offered lower services fees and better interest rate overall. The director recommended the WCVB approve the agreement for financial services with Equity Bank. McTighe made a motion to approve the agreement for financial services for the WCVB with Equity Bank. The motion was seconded by Thompson. Motion passed.

The WCVB director presented a draft of the FY 2021-2022 Revised WCVB Budget and the FY 2022-2023 WCVB Budget. FY 2021-2022 Revised Budget has total revenue projected of \$404,600 and total expense projected of \$609,255. This is a deficit of \$204,655 (due to the purchase of 205 N Holden

being moved at audit to FY 21-22 from FY 20-21). The FY 2022-2023 Budget has total revenue projected at \$421,250 and total expense projected at \$421,250. It is a balanced budget. The budgets will be presented to the Board for approval at the August meeting.

The election of officers for the WCVB Board was held.

President: Koenigsfeld was nominated by Whitworth. The motion was seconded by McTighe. Motion passed.

Vice President: Thomason was nominated by Brooks. The motion was seconded by McTighe. Motion passed.

Treasurer: Whitworth was nominated by Phelps. The motion was seconded by Thompson. Motion passed.

Secretary: Thompson was nominated by Whitworth. The motion was seconded by Brooks. Motion passed.

The WCVB 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.

Mayor Jim Kushner provided an update on behalf of the City of Warrensburg.

The Board was reminded of the Board meeting schedule.

No other items were presented.