

# Warrensburg Convention & Visitors Bureau Minutes

Via Zoom

10 a.m. Thursday, August 11, 2022

A meeting of the Warrensburg Convention and Visitors Bureau was held by Zoom on Thursday, August 11, 2022 at 10:03 a.m. with President Tom Koenigsfeld presiding.

Roll was called as follows:

Present: Kelly Brooks, Tom Koenigsfeld, Ginny McTighe, Diane Thompson (joined at 10:10 a.m.) and Diane Whitworth

Absent: Dana Phelps and Scott Thomason; exofficio members Jim Kushner, Danielle Dulin, and Danielle Fesler

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

Minutes of the July 14, 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 August 5, 2022, 89% of budgeted expenses have been incurred.

As of August 5, 2022, the total lodging tax posted for FY 21-22 is \$255,044. Total revenue (lodging tax and grants) posted as of the meeting date is \$305,965 (73%).

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 reminded the Board the IRS Form 8879-EO and Form 990 were included in the meeting packet. The forms can also be found on the Visit Warrensburg website: [VisitWarrensburg.com](http://VisitWarrensburg.com) under the About Section. The forms were submitted by KPM on August 5, 2022. The City of Warrensburg Finance Department assisted KPM on the filing.

Dean Murphy, Johnson County resident and Wall That Heals employee, presented on the Wall That Heals and the possibility of bringing it back to Warrensburg. The Wall was in Warrensburg in 2017 at the James C. Kirkpatrick Library. No action was taken by the Board.

The WCVB director provided a recap of the Sunshine Law Training provided to City of Warrensburg Boards and Commissions on July 18. A copy of the booklet Missouri Sunshine Law Open Meetings and Records Law was picked up for each Board member. It will be distributed at the October Board meeting.

The WCVB director presented 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 \$610,420. This is a deficit of \$205,820 (due to the purchase of 205 N Holden being moved at audit to FY 21-22 from FY 20-21). Thompson made a motion to approve the Revised FY 2021-2022 budget as presented. The motion was seconded by McTighe. Motion passed.

FY 2022-2023 Budget has total revenue projected at \$422,750 and total expense projected at \$422,750. It is a balanced budget. McTighe made a motion to approve the FY 2022-2023 budget as presented. The motion was seconded by Brooks. Motion passed.

The appointment for committee members was held.

*Visitor Center:* Diane Whitworth, Dana Phelps, Jim Kushner, and Danielle Dulin were nominated by Thompson. The motion was seconded by McTighe. Motion passed.

*Community Support:* Ginny McTighe and Kelly Brooks were nominated by Whitworth. The motion was seconded by Brooks. Motion passed.

*Finance:* Diane Whitworth and Ginny McTighe were nominated by Brooks. The motion was seconded by Thompson. Motion passed.

*Marketing:* Diane Thompson and Dana Phelps were nominated by Whitworth. The motion was seconded by McTighe. Motion passed.

The WCVB director provided an update on the WCVB's strategic plan.

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.

The Board was reminded of the Board meeting schedule.

No other items were presented.