

Vermilion Parish Tourist Commission Minutes of November 14, 2018

Members Present: Marlene Theriot, Odile Segrest, Shannon Neveaux, Sandra Reaux, Kathie Terpening
Members Absent: Terry Lancon, (ill), Karen Broussard (out of town), Ferric Montgomery (ill) Judy LeBlanc (work)
Others Present: Alison Miller

The meeting was called to order and all in attendance recited the Pledge of Allegiance.

The Commission reviewed the agenda. There were no changes to the agenda as presented.

There were no guest comments at the meeting.

A motion was made by Kathie Terpening, seconded by Marlene Theriot, and unanimously carried to approve the minutes of Wednesday, July 18, 2018 as written.

The Commission reviewed the financial statements and information presented. A motion was made by Shannon Neveaux, seconded by Sandra Reaux, and unanimously carried to approve the Treasurer's Report and payment of bills as presented.

Alison Miller provided the Commission an update on activities and meetings she has attended. Mrs. Miller also provided an update on tourism numbers. We will finish the year over 75% above 2017 total visitation numbers.

A motion was made by Marlene Theriot, seconded by Shannon Neveaux, and unanimously carried to go into Executive Session to perform the Executive Director's Annual Performance Evaluation. A motion was made by Kathie Terpening, seconded by Sandra Reaux, and unanimously carried to come out of Executive Session. Alison Miller received an outstanding review from the Commission. Due to budget shortfalls, Mrs. Miller's pay will remain the same for 2019.

Alison Miller presented the Commission the Proposed 2019 Budget and marketing plan that was compiled by the Budget Committee. A motion was made by Shannon Neveaux, seconded by Marlene Theriot, and unanimously carried to adopt the proposed 2019 Budget as presented.

Alison Miller provided the Commission with a few advertising opportunities that she felt would be beneficial to the parish and use the small budget surplus to pay for the ads. A motion was made by Shannon Neveaux, seconded by Kathie Terpening, and unanimously carried to advertise in the 2019 Lafayette Inspiration Guide, 2019 Discover Iberia and 2019 Louisiana Travel Association's Travel and Vacation Show Recipe book.

Alison Miller provided the Commission with information regarding a few employee safety features that are needed. Since Mrs. Miller's office is located upstairs with only one available exit, a motion was made by Marlene Theriot, seconded by Shannon Neveaux, and unanimously carried to purchase an additional alarm key fob from Kaptel and speak to the City of Abbeville about installing a ladder to use as a fire escape from the second story.

Alison Miller has been unable to locate our outdoor brochure racks that have been removed from the old building. A motion was made by Marlene Theriot, seconded by Sandra Reaux, and unanimously carried to purchase another set of outdoor racks and have them installed with a total budget of \$250 to be taken from the 2018 budget surplus.

Kathie Terpening has term limited and will need a replacement for Abbeville. A couple of names were suggested as a possible replacement. Alison Miller will speak to Keith Roy at the Vermilion Parish Police Jury office. The 2019 Meeting dates were discussed. A suggestion was made to keep the meetings on the third Wednesday of the month since the majority could make the meetings on that day and not conflict with other meetings or obligations. It was suggested to begin the meetings at 3:30 pm. Alison Miller will send the Commission the 2019 meeting dates to review to make sure there are no conflicts with the dates and poll the absent members to see if they are available to begin at 3:30 pm.

The next meeting of the Vermilion Parish Tourist Commission will be held on Wednesday, January 16, 2019 at either 3:30 or 4:00 pm at Vermilion Parish Tourist Commission.

There being no further business, a motion was made by Kathie Terpening, seconded by Sandra Reaux, and unanimously carried to adjourn.

Minutes taken and respectively submitted by:
Alison Miller, VPTC Secretary