

**Goshen County Tourism Promotion Joint Powers Board**  
**Board Meeting, Tuesday, January 15th, 2019**  
**MINUTES**

The Goshen County Tourism Promotion Joint Powers Board held a board meeting Tuesday, January 15th, 2019 at 21<sup>st</sup> & Main in Torrington, Wyoming. **Members present:** Chair Sarah Chaires, Secretary Sarita Hansen, Marisa Johnson, Dan Ellis, Tom Baker, and Jennifer Lanier. **Members Absent:** Vice Chair Callie Allred **Guests Present:** Sandy Hoehn  
**Public Present:** None

**CALL TO ORDER**

Chair Sarah Chaires called the meeting to order at 12:05 pm

**APPROVAL OF MINUTES**

Consent agenda and minutes from the last board meeting were presented for approval.

**Motion:** Upon motion made by Secretary, Sarita Hansen, seconded by Marisa Johnson, motion carried, the minutes of November 20th Board Meeting minutes were approved as presented. Motion approved.

**TREASURER'S REPORT**

GCEDC Community Development Director, Sandy Hoehn presented a financial report. Highlights included profit and loss, up to date balance sheet indicating cash balance carrying forward, individual transactions for FY 2019.

GCEDC - \$3,716.66– December Expenses

Marketing/Visitor Center Operations (\$1,250.00)

Marketing/Tourism Brand Management (\$1,666.66)

Board and Financial Administration (\$550.00)

Grant Administration (\$250.00)

Visitor Center rent -- 21<sup>st</sup> & Main (\$416.66)

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Grant Administration (\$250.00)

Visitor Center rent -- 21<sup>st</sup> & Main (\$416.66)

Weisshaar & Associates, LLC- Wyoming Department of Audit (\$450.00)

**Motion:** Upon motion made by Jennifer Lanier, seconded by Sarita Hansen, motion carried the Treasurer's report and accounts payable approved as presented. Motion approved.

**UNFINISHED BUSINESS**

**Grant Worksheet**

Chair, Sarah Chaires reviewed the grant worksheet and noted that some grant requests came in under budget leaving more funds in the budget for next year.

2018 Wyoming State Trap Shoot submitted a complete grant reimbursement report, the LTB approved a reimbursement in September's board meeting for \$1,871.74. Sandy Hoehn had noticed that the check had not been cashed in the books and called Blair Newman where he had stated that the check got misplaced and they need another check. Discussion ensued. After discussion the board moved to approve another check being cut minus \$20 check stop fee.

**Motion:** Upon motion made by Marisa Johnson, seconded by Dan Ellis, motion carried for a new check for the 2018 Wyoming State Trap Shoot for \$1,851.74 this includes the bank cancelation fee taken out of original amount. Motion approved.

Goshen County Quilters Grant Reimbursement (\$1,008.25) submitted a complete grant reimbursement report.

**Motion:** Upon motion made by Marisa Johnson, seconded by Sarita Hansen, motion carried to approve grant reimbursement request in full. Motion approved. It is noted that Jennifer Lanier abstained from this vote.

#### **Visitor Center**

LTB revisited if they wanted to close on Saturdays or stay open. Sandy Hoehn provided a graph on the numbers of past Saturdays. Discussion ensued.

**Motion:** Upon motion made by Dan Ellis, seconded by Jennifer Lanier, motion carried to approve closing the visitor center on Saturdays for the year. Motion approved.

#### **NEW BUSINESS.**

##### **Board Comments**

##### **ELECTION OF OFFICERS**

Since Lynn chose not to renew her board seat the board must elect a new Treasurer. Marisa Johnson volunteered for Treasurer.

**Motion:** Upon motion made by Sarita Hansen, seconded by Jennifer Lanier, motion carried, for Marisa Johnson to finish the FY 2019 Executive Committee as Treasurer. Motion approved.

Tom stated that he would like to continue with his position on the board as a private citizen, everyone was in favor.

##### **Public Comments**

No public comments.

#### **ANNOUNCEMENTS**

- a. **Next Board Meeting – Tuesday, February 19<sup>th</sup>, 2019, 12 pm, 21<sup>st</sup> & Main – The Loft**

#### **ADJOURNMENT**

There being no further business to come before the board, Chair Sarah Chaires adjourned the meeting at 1:02 pm.