

**Goshen County Tourism Promotion Joint Powers Board
Board Meeting, Tuesday, September 18th, 2018
MINUTES**

The Goshen County Tourism Promotion Joint Powers Board held a board meeting Tuesday, September 18th, 2018 at 21st & Main in Torrington, Wyoming. **Members present:** Chair Sarah Chaires, Vice Chair Callie Allred, Treasurer Lynn Schukei, Secretary Sarita Hansen, Johanna Abernathy, Jennifer Lanier, and Marisa Johnson **Members Absent:** Tom Baker **Guests Present:** Sandy Hoehn and Ashley Harpstreith **Public Present:** None currently.

CALL TO ORDER

Chair Sarah Chaires called the meeting to order at 12:00 pm

APPROVAL OF MINUTES

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

Motion: Upon motion made by Treasurer Lynn Schukei, seconded by Jennifer Lanier, motion carried, the minutes of August 21st, 2018 Board Meeting minutes, were approved with corrections. Motion approved.

BUDGET OVERVIEW

Trenda Weisshaar came in and talked to the board about the budget. She answered questions that board members had.

TREASURER'S REPORT

Treasurer Lynn Schukei presented a financial report. Highlights included profit and loss, up to date balance sheet indicating cash balance carrying forward, individual transactions for FY 2019.

Accounts Payable

GCEDC - \$3,716.66– August 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 -- 21st & Main (416.66)

Motion: Upon motion made by Marisa Johnson, seconded by Secretary Sarita Hansen, motion carried the Treasurer's report and accounts payable were approved as presented. Motion approved.

UNFINISHED BUSINESS

Grant Reimbursements

2018 Wyoming State Trap Shoot (\$7,400.00) submitted a complete grant reimbursement report. Discussion ensued. The board found, since all requirements were not completed on 2018 Wyoming State Trap Shoot advertisements that those advertisements would not be reimbursed. The reimbursements would only apply to all advertisements with completed requirements.

Motion: Upon motion made by Jennifer Lanier, seconded by Sarita Hansen, motion carried to approve a partial grant reimbursement. Motion approved.

LaGrange Mini Fair (\$2,442.85) submitted a complete grant reimbursement report.

Motion: Upon motion made by Treasurer Lynn Schukei, seconded by Jennifer Lanier, motion carried to approve grant reimbursement request in full. Motion approved.

Signage project add-on

Sandy presented the LTB with a quote from Print Express for \$39.20 to put "Funded by Goshen County Lodging Tax" on new signage. Sand and Sandy will set up a date to attend a town council meeting for more discussion on location.

Motion: Upon motion made by Treasurer Lynn Schukei, seconded by Marisa Johnson, motion carried to approve signage project add-on. Motion approved.

Signage Project

After everyone voted it was determined that Lingle will be the next town to have a signage project completed.

NEW BUSINESS.

Board Comments

Sarah Chaires stated that she would like to see a Strategic Planning completed by the board. Date TBD

Public Comments

No public comments.

ANNOUNCEMENTS

- a. **Next Board Meeting– Tuesday, October 18th, 12 pm, 21st and Main - The Loft**

ADJOURNMENT

There being no further business to come before the board, Chair Sarah Chaires adjourned the meeting at 12:53 pm.