

**JOHNSTON COUNTY TOURISM AUTHORITY
BOARD MEETING MINUTES
12 Noon, August 2, 2017
Visitors Bureau Administrative Offices**

Present: L Daniels, M Zapp, R Andrews, R Capps, R Childrey, K Henthorn, C McLamb, R Heilmann, S Henley, E Brame

Absent: K Brinson

Staff: D Bailey-Taylor, A Phillips

I. Call to Order – S Henley, Chairperson

S Henley called the meeting to order at 12:15 p.m. and stated that a quorum was present. With no corrections, the agenda was adopted. S Henley also asked for any possible Conflict of Interest concerning the agenda. Several board members expressed the possible conflict of interest with grants.

S Henley asked for a motion to accept the June minutes that were previously sent to the board.

R Heilmann motioned to accept the June minutes as presented. R Andrews seconded. Motion passed unanimously.

II. Finances – June/July Financials - D Bailey-Taylor

Month-to-Date Revenue for June was \$88,603.08. Month-to-Date Operations were \$141,500.76. Net Loss for the month was (\$52,897.68). Year-to-Date Revenues were \$1,238,792.15. Year-to-Date Operations were \$1,080,951.96. Year-to-Date net income was \$157,840.19. The May county revenues were \$73,594.64. Smithfield's May Revenues were \$21,996.20. Selma's May Revenues were \$9,481.64. Kenly's May Revenues were \$2,421.03. Benson's May Revenues were \$845.60.

Month-to-Date Revenue for July was \$104,289.10. Month-to-Date Operations were \$64,272.08. Net Gain for the month was \$40,017.02. Year-to-Date Revenues were \$104,289.10. Year-to-Date Operations were \$64,272.08. Year-to-Date net income was \$40,017.02. The June county revenues were \$72,478.81. Smithfield's June Revenues were \$21,998.41. Selma's June Revenues were \$8,977.50. Kenly's June Revenues were \$2,361.97. Benson's June Revenues were \$955.76.

III. Executive Committee – S Henley

The Executive Committee did not meet during the month of June or July. DB Taylor gave a brief update on the new office space. Due to delays in building up fit the bureau continues on a month to month rental with the current office space and hopes to move by September 1st.

IV. Special Projects – E Brame

E Brame stated that the Special Projects Committee met and is recommending to the full board to accept all the Matching Marketing Grants that have been received by the bureau.

M Zapp motioned to accept the grant request for the Junior Women's League of Smithfield – Touch A Truck event as presented. L Daniels seconded. Motion passed unanimously, with R Heilmann abstaining.

M Zapp motioned to accept the grant request for the St. Ann Catholic Church Food Festival as presented. R Capps seconded. Motion passed unanimously, with S Henley abstaining.

R Heilmann motioned to accept the grant request for the Town of Wilson's Mills Pumpkin Festival event as presented. R Childrey seconded. Motion passed unanimously.

L Daniels motioned to accept the grant request for the Neuse Little Theatre – 1940s Radio Christmas Carol as presented. K Henthorn seconded. Motion passed unanimously.

R Andrews motioned to accept the grant request for the Smithfield Ham & Yam event as presented. M Zapp seconded. Motion passed unanimously, with R Heilmann and R Childrey abstaining.

L Daniels motioned to accept the grant request for the Kenly 4th of July 2018 event as presented. M Zapp seconded. Motion passed unanimously, with E Brame abstaining.

R Capps motioned to accept the grant request for the Benson 4th of July 2018 event as presented. S Henley seconded. Motion passed unanimously, with M Zapp abstaining.

R Andrews motioned to accept the grant request for the Pine Level 4th of July 2017 event as presented. R Childrey seconded. Motion passed unanimously.

R Andrews motioned to accept the grant request for the Tarheel Leagues State Girls Softball Tournament 2017 event as presented. M Zapp seconded. Motion passed unanimously.

R Childrey motioned to accept the grant request for the Clayton Piano Festival as presented. R Heilmann seconded. Motion passed unanimously, with S Henley abstaining.

R Capps motioned to accept the grant request for the Ghost Walk as presented. K Henthorn seconded. Motion passed unanimously.

The Special Projects Committee recommended to accept and fund all Capital Grant requests that were received for the 2017-18 fiscal year which totaled \$225,282. The board discussed the guidelines for the Capital Grants as it pertained to funding caps and returning grant funds.

L Daniels motioned to remove the cap from the Capital Grant guidelines and the related 0five-year restriction. R Childrey seconded. Motion passed unanimously.

M Zapp motioned to update the Capital Grants guidelines to state that under Tourism Related Asset, “return of grant funds will be requested” should the venue close within 5 years of the awarded grant. R Childrey seconded. Motion passed unanimously.

Max G. Creech Historical Museum – preservation of artifacts - \$2,000
Town of Selma Civic Center – Renovation project - \$25,000
Howell Woods – construction of new lodging - \$50,000
Town of Benson – asphalt walkway - \$9,360
Tobacco Farm Life Museum – professional pest treatment - \$9,272
Ava Gardner Museum – new exterior wall and roof - \$30,000
Benson Foundation for the Arts – new lighting system - \$12,000
The Clayton Center – continuation of auditorium digital update - \$10,000
Johnston County Heritage Center – five historical markers - \$5,650
Bentonville Battlefield – bridging a ravine and interpretive signage - \$7,000
Clayton Rugby Association – development of rugby fields - \$15,000
Town of Wilson’s Mills – picnic shelter with bathrooms & storage - \$50,000

R Capps motioned to accept the grant request for the Max G. Creech Historical Museum in the amount of \$2,000 as presented. R Childrey seconded. Motion passed unanimously.

R Childrey motioned to accept the grant request for the Town of Selma Civic Center in the amount of \$25,000 as presented. L Daniels seconded. Motion passed unanimously, with R Capps and R Heilmann abstaining.

R Childrey motioned to accept the grant request for Howell Woods in the amount of \$50,000 with the funds going to Johnston Community College earmarked for Howell Woods project. L Daniels seconded. Motion passed unanimously, with R Capps, R Andrews, and R Heilmann abstaining.

R Heilmann motioned to accept the grant request for the Town of Benson in the amount of \$9,360 as presented. R Capps seconded. Motion passed unanimously, with M Zapp abstaining.

R Capps motioned to accept the grant request for the Ava Gardner Museum in the amount of \$30,000 as presented. L Daniels seconded. Motion passed unanimously.

S Henley motioned to accept the grant request for the Tobacco Farm Life Museum in the amount of \$9,272 as presented. R Heilmann seconded. Motion passed unanimously.

R Childrey motioned to accept the grant request for Benson Foundation for the Arts in the amount of \$12,000 with the funds going to Town of Benson earmarked for the W.J. Barefoot Auditorium project. R Heilmann seconded. Motion passed unanimously, with M Zapp abstaining.

R Capps motioned to accept the grant request for the Clayton Cultural Arts Foundation in the amount of \$10,000 with the funds going to Town of Clayton earmarked for The Clayton Center project. K Henthorn seconded. Motion passed unanimously, with S Henley and R Heilmann abstaining.

K Henthorn motioned to accept the grant request for the Johnston County Heritage Center in the amount of \$5,650 as presented. S Henley seconded. Motion passed unanimously.

R Heilmann motioned to accept the grant request for Bentonville Battlefield in the amount of \$7,000 as presented. R Childrey. Motion passed unanimously.

R Andrews motioned to accept the grant requests for The Clayton Rugby Association in the amount of \$15,000 and the Town of Wilson's Mills in the amount of \$50,000 with the funds going to Town of Wilson's Mills earmarked for the Rugby project and the picnic shelter project. R Heilmann seconded. Motion passed unanimously, with R Capps abstaining.

V. Marketing Committee – DB Taylor

No meeting.

VI. Sports Council Committee – M Zapp

M Zapp stated that the Sports Council had met and minutes are included in today's packet for review. DB Taylor stated that the Bike Route brochure and the 5K Run rack card were being reprinted.

VII. Staff Report - DB Taylor

In the interest of time, DB Taylor presented the staff report to the board and asked that if they have any questions, please give the office a call.

VIII. Old Business

None

IX. New Business

None

Meeting adjourned at 1:20 PM.

*Respectfully submitted,
Lynn Daniels, Secretary/Treasurer*

**Next Meeting
Johnston County Tourism Authority
September 6, 2017
Visitors Bureau Administrative Offices
12 Noon**