

**Convention and Visitors Bureau Committee
Minutes from Wednesday, February 6, 2019
City Council Chambers**

Present: Jim DePauw, Howard Stewart, Jacob Cerda, Gloria McDonald, Debra Wegman, Jay Patel, Kristy Tyra,

Staff: Hayley Herrera, Terri Telchik, Manny Negron, Joann Olvera

Guests: Oscar Salazar, Stephanie Ledford, Stephen Mitchell, Dee Lindsey, Julie Bailey, Chad Castillo, Richard Schneberger, Daniel Moreno

Gloria McDonald called the meeting to order at 4:30 p.m.

Approval of Minutes

The minutes from the January 9, 2019 meeting were reviewed. Motion was made by Jim DePauw to approve the minutes as written. Motion was seconded by Debbie Wegman and passed unanimously.

Follow up Reports

- a. Drive Thu Nativity: Dee Lindsey was present to answer any questions about the follow up report. The event had 9 hotel rooms.

Review of Event Funding Report

The event funding balance was provided to committee members.

Event Funding Requests

- a. West Texas Trail Alliance: Stephanie Ledford and Oscar Salazar was present to answer any questions about the funding request. The funding request is to help begin construction March 1, 2019 for the trails at the State Park. They are requesting \$3,750.00. The staff recommendation for the event was \$3,750.00. Debbie Wegman made a motion to approve the staff recommendation. The motion was seconded by Howard Stewart and passed unanimously.
- b. Howard College Rodeo: Julie Bailey and Chad Castillo were present to answer any questions about the funding request. Event will be held on April 11-13, 2019 at the Big Spring Rodeo Arena. They are requesting \$26,250.00. The staff recommendation for the event was \$25,000.00; \$12,000.00 for event funding and \$5,000.00 for advertising. Jim DePauw made a motion to approve the staff recommendation. The motion was seconded by Jay Patel and passed unanimously.

Special Projects Funding Requests Discussion- Draft

- a. Hayley Herrera provided the committee with a funding application that would be used for special projects. She requested that the committee approve this form to be used for those seeking funding for projects that wouldn't be considered events. Debbie Wegman made a motion to approve the funding application be used for special projects. The motion was seconded by Howard Stewart and passed unanimously.

Financials

The financial report for January 2019 was provided to the committee. Hotel tax revenue report and comparison report of local hotels were provided.

Tourism Coordinator Report

Manny Negron provided the committee with updated information on the interaction the e-newsletter has had as well as advertising articles being worked on.

Facilities Coordinator Report

Terri Telchik provided the committee with the January 2019 Facilities Report and informed the committee about facility activities.

Community Services Director Report

- a. Hayley Herrera informed the committee that we would no longer be hosting the Iron Orchard Premiere. The \$25,000 that was being given for the Premiere has been voted to be taken to council to be moved to the Special Projects account. Debbie Wegman made a motion to take the be used for special projects. The motion was seconded by Howard Stewart and passed unanimously.

Member's Comments

Meeting was adjourned at 5:35 p.m.

Gloria McDonald, Chair

Date