

**Convention and Visitors Bureau Committee
Minutes from Wednesday, May 1, 2019
City Council Chambers**

Present: Jim DePauw, Howard Stewart, Kristy Tyra, Gloria McDonald, Jacob Cerda, Jay Patel
Staff: Hayley Herrera, Terri Telchik, Joann Olvera, Don Moore
Guests: Zach Campbell, James Fite, Amber Stokes, Tammy Schreengost

Gloria McDonald called the meeting to order at 4:31 p.m.

Approval of Minutes

The minutes from the April 3, 2019 meeting were reviewed. Motion was made by Jim DePauw to approve the minutes as written. Motion was seconded by Jacob Cerda and passed unanimously.

Discussion regarding Funding of Future Projects

It was determined that the budget will be reviewed at the next budget revising period to see how much can be set aside for future projects/convention center. Once an amount has been determined it will be brought back to the committee for discussion.

In-kind Request DRCC

- a. Asthma Camp- Lisa Park was present to answer any questions about the in-kind request. She is requesting use of the Ballroom at the Dora Roberts Community Center on June 10-12, 2019. Jim DePauw made a motion to approve the in-kind request. The motion was seconded by Howard Stewart and passed unanimously.

Review of Event Funding Report

The event funding balance was provided to committee members.

Event Funding Requests

- a. Big Spring Film Festival- James Fite and Zach Campbell were present to answer any questions about the funding request. Event will be held sometime in 2020 in Downtown Big Spring. They are requesting \$27,000.00. The staff recommendation for the event was \$5,920.00. Jim DePauw made a motion to approve the staff recommendation. The motion was seconded by Howard Stewart and passed unanimously.

Special Projects Funding Requests

- a. Carnage Radio- James Fite and Zach Campbell were present to answer any questions about the project funding request. The project will be held throughout 2020. They are requesting \$166,000.00. The staff recommendation for the project was \$20,475.00 from the \$25,000.00 that was not used for the Iron Orchard Premiere. Jim DePauw made a motion to approve the staff recommendation. The motion was seconded by Kristy Tyra and passed unanimously.
- b. Heritage Museum and Potton House- Tammy Schreengost was present to answer any questions about the project funding request. The project will be done throughout the year in which the funding will be used to maintain the Heritage Museum and Potton House. They are requesting \$32,656.00. The staff recommendation for the event was

\$32,000.00 to be given from the funds of the next fiscal year 2019-2020. \$8,000.00 to the Potton House and \$24,000.00 to the Heritage Museum. Jim DePauw made a motion to approve the staff recommendation. The motion was seconded by Jay Patel and passed unanimously.

- c. Hanger 25 Air Museum- Amber Stoke was present to answer any questions about the funding request. The project will be done throughout the year in which the funding will be used to maintain the museum and continue adding collections that are being donated. She is requesting \$50,000.00. The staff recommendation for this project was \$30,300.00 to be given from the funds of the next fiscal year 2019-2020. Howard Stewart made a motion to approve the staff recommendation. The motion was seconded by Jay Patel. Jim DePauw and Gloria McDonald abstained, this motion was passed unanimously.
- d. West Texas Word Smith- James Fite and Zach Campbell were present to answer any questions about the funding request. The project is set to start on May 4, 2019 and will last for 14 weeks. Funding request is being made for the second season set for this fall. They are requesting \$18,850.00. The staff recommendation for this project is \$3,900.00 now from the \$25,000.00 that was not used for the Iron Orchard Premiere and \$3,900.00 to be given from the funds of the next fiscal year 2019-2020. Howard Stewart made a motion to approve the staff recommendation. The motion was seconded by Kristy Tyra and passed unanimously.

Financials

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

Facilities Coordinator Report

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

Community Services Director Report

- a. Amphitheater Renovation Update- Hayley Herrera informed the committee that a meeting will be held on May 02, 2019 with KDC Associates and Aldridge Gardens in reference to beginning renovations on May 13, 2019.

Hayley Herrera informed the Committee that she is now over the Parks and Cemetery department. Terri Telchik will be handling the cemetery reservations and David Fort will be the Parks Manager under her in which he will be over all the parks, the aquatic center and the sports complex. The Parks and Recreation Board has been reinstated and Mrs. Herrera will be over that board as well.

Members' Comments

N/A

Meeting was adjourned at 5:45 p.m.

Gloria McDonald, Chair

Date