

**Newport & Bristol County Convention & Visitors Bureau**

**DBA Discover Newport**

**Board of Directors Meeting**

**12pm – Tuesday, November 17, 2015**

**Held at:**

**The International Tennis Hall of Fame**

**Memorial Building**

**17 Memorial Blvd.**

**Newport, RI**

**MEETING MINUTES:**

**The meeting was called to order at 12:08pm by Karen Oakley.**

**BOARD MEMBERS IN ATTENDANCE WERE:**

**Nancy Blount, Stephan Brigidi, Keith Chouinard, John Edick, Matt Gineo, Rocky Kempenaar, Duncan Maio, Karen Oakley, Rick Peckham, Barbara Pelletier, Matt Plumb, Brad Read, Paul Rodrigues, Brewer Rowe, Rusty Sallee, Kathleen Seguin, Nancy Parker Wilson**

**BOARD MEMBERS ABSENT & EXCUSED WERE:**

**Len Panaggio**

**BOARD MEMBERS ABSENT & NOT EXCUSED WERE: None**

**STAFF PRESENT WERE: Evan Smith, Cathy Morrison, Anna Duffy, Kathryn Farrington, Tim Walsh**

**GUESTS PRESENT WERE:**

**NOTE: Karen Oakley requested a moment of silence for the victims of the Paris shooting on November 13th.**

**Brewer Rowe gave an overview of the \$17 million dollar capital campaign expansion project at the ITHOF campus.**

**He offered a tour of the new facilities to board members after the conclusion of the meeting.**

#### **I. PREVIOUS MEETING MINUTES:**

**The previous meeting minutes for November 2015 were reviewed by the board. A motion to accept the minutes was made by Paul Rodrigues and seconded by Duncan Maio. The motion passed unanimously.**

#### **II. PUBLIC COMMENT:**

**There were no comments from the public.**

### **III. TREASURER'S REPORT:**

**The treasurer's report for October 2015 was read by Treasurer Brewer Rowe. City Bed Tax through August, 2015 was up +10.82%, YTD; Regional Bed Tax was up +13.34%, YTD; Bristol Bed Tax was up +4.19%, for a combined YTD Bed Tax, through August, 2015 up +11.44%. Brewer reviewed the revenues and expenses for the month of August 2015. A motion to accept the Treasurer's report for October 2015 was made by Stephan Brigidi and seconded by Barbara Pelletier. The motion passed unanimously.**

### **IV. COMMITTEE REPORTS:**

**FACILITIES: Stephan Brigidi reported the facilities committee will meet before the next board meeting.**

**MARKETING: Keith Chouinard reported that the marketing committee is meeting before the next board meeting.**

**V. PRESIDENTS REPORT: Evan Smith reported on the following:**

**• Evan asked for 3 board members to join the H.R. committee. Interested members should contact either Evan or Len.**

- On December 2nd, Discover Newport is receiving the Mary Brennan Tourism award from RI Hospitality and Tourism Association along with Newport Hospitality, RIDEM and Sail Newport for combined efforts on the Volvo Ocean Race stopover in Newport this past May.
- Ft. Adams Trust has been named Joe Dias as Executive Director at Ft. Adams. He is a retired DEM employee.
- The skating rink will be opening in downtown Newport on December 11th.
- Tiverton voted to place the casino referendum on the state ballot for November 2016.
- Potential new Visitors Center for Exit 1 on I-95.
- AirBNB bed tax revenues are not as high as the state had projected YTD.

## **VI. STAFF REPORTS:**

### **A. SALES:**

Tim Walsh, Vice President of Sales updated the Board on the current status and upcoming events of the Sales Department. Ryan Foster has been hired as the new Tourism Manager in the department.

### **B. MARKETING:**

Kathryn Farrington, Vice President of Marketing updated the Board

on the current status and upcoming events of the Marketing Department. Newport Restaurant Week had 58 participants this month. RIDEM and the RI Seafood Collaborative will be partnering for the April 2016 NRW.

**C. OPERATIONS:**

Cathy Morrison, Vice President of Operations updated the Board on the current status and upcoming events in Operations. The annual Marriott gingerbread house will be in the lobby of the visitor's center this holiday season.

**VII. UNFINISHED BUSINESS:**

**VIII. NEW BUSINESS:**

- Nancy Parker Wilson is attending a special use permit meeting in Portsmouth on allowing farms in Portsmouth to host events.

**IX. ADJOURNMENT:** The meeting adjourned at 1:12pm.

**The next Board Meeting will be held**

**Tuesday, January 19, 2016 @ 12pm**