

Manchester Tourism and Community Development Commission
June 27, 2016

Members Present

Ryan French, Chairman
Joni McReynolds
Barbara Arp
Taylor Rayfield
Stephen Banks
Allison Dotson

Members absent

Others Present

Anthony Morris
Terry Dendy
Anthony Morris

Ryan called the meeting to order at 5:10pm. A quorum was present.

Stephen made a motion to approve the May 2016 minutes. Ryan seconded the motion. Motion was approved. Stephen made a motion to approve the Special Call meeting minutes. Ryan seconded the motion. Motion was approved.

Chamber of Commerce Report - No Chamber Report

OLD BUSINESS

Hotel/Motel Tax - In addition to the \$3,000 that was under reported in the last report, the third hotel was audited and was found that they under reported \$100,000.

Budget Review - The 2016-2017 budget that was sent out was short. The original amount was put in and not the updated amount \$27,000 for the Chamber of Commerce funding. Bridget will have to be contacted to update the difference. The final 2016 budget ended up being 2015 - 2016 will be \$84,000 instead of \$75,000. Ryan made the motion to increase the MOU line item 236.005 for the Chamber to \$27,000 and to decrease the Local Activity Support line 236.002 to \$17,000. Stephen seconded the motion. Motion carried.

Chamber MOU - Taylor brought up that the charter currently says we can hire personnel at the Chamber. The recommendation was to remove that portion in the MOU. Tourism does not need to participate in the hiring of their personnel. Ryan is now part of the Chamber's Commission. Someone from Tourism needs to be appointed to the Retail Committee. Ryan moved to approved the MOU, Joni seconded. Motion was approved. Stephen nominated Taylor to be the Tourism Rep. Ryan seconded. Motion carried.

Report of Tennessee Backroads - food was good, speaker made a 160 page power point presentation on flowers.

NEW BUSINESS

Raider Academy Sign - The sign was blown down by a thunderstorm. Hardin Signs does not feel responsible to help put the sign back up for Tourism. According to the minutes, the artwork was supposed to be on the front and the back of the sign and it was only on the front. Lesson learned; get the work requirement in writing. The quote was over the phone. Barbara and Stephen will visit Hardin Signs to see what could be done.

SCTTA Visitor Guide - The old Tourism ad was used in the guide. Ryan made a motion to approve paying the ad up to \$700. Stephen seconded. Discussion - how do we prevent the Director from putting a Tourism ad in their Guide, and then billing Tourism after the fact? Taylor called for the vote. Motion failed. Joni moved that Tourism invite Rene to the next meeting and update her on what Tourism is doing and discuss receiving bills after the fact. Barbara seconded. Discussion - Taylor will write the email to invite her to the next meeting. Motion carried.

Email was received from Sara Beth Urban. She thanked everyone for the workshops that she had been invited to. She has made four trips to Manchester in the past 2 $\frac{1}{2}$ months

Bill for the Geocaching Trail - defer to the July meeting. The question was what was the \$1000 fee for.

Use for tourism communication: Gmail account info@visitmanchestertn.com for Tourism emails.

Basketball tournament - An adjustment for the price of the tournaments was presented because there was a fourth tournament (Chris Hooper Tournament). There is a balance owed to the City Recreation of \$650 and the Middle School for the amount up to \$500. Ryan made a motion to approve the invoices up to \$1150 for the outstanding vouchers from the basketball tournament. Stephen second. Motion carried.

Sara Beth Urban from the State Tourism and Sam Reed from the Ingram Group briefed the Roundtable Group on June 20 at the Manchester Chamber of Commerce. Crazy Daisy catered the event. The roundtable members are invited to the July 25 Tourism meeting. The first thing they want to work on is the Special Events permit.

Meeting Adjourned 6:55pm