

O T T A W A

V I S I T O R S C E N T E R

Board Meeting Minutes

February 27, 2012

Present: Vice Chair Kevin Steward, Executive Director Julie Johnson, Treasurer Peg Kramer-Graves, Marty Ruhland, Deb Burns, Hans Andrews, Byron Perry, Chamber Director Boyd Palmer (ex-officio) City Liaison Nancy Stisser (ex-officio); **Absent:** Chairman Mike Kirkpatrick, Secretary, Jeff Heimsoth, Jeff Johnson, Tina Wright.

Meeting Called To Order 5:15pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments	None	Na	
Chamber Report-Palmer	None	Na	
City Report-Stisser	None	Na	
Next Meeting	Next Meeting Monday, March 26 th at 5:00PM at the Reddicks Mansion	Moved by Ruhland 2 nd by Graves	Motion to move board meeting time from 5:15pm back to 5:00pm. Motion Carried.
Next Committee meeting	Set for Feb. 8 th from 2-4pm at Visitors Center	Na	Individual committees to discuss how often they would like to meet and schedule with director Johnson to report open meetings act.
Review of Minutes	January, 2012 minutes presented for review and approval.	Moved by Perry 2 nd by Andrews	Motion to accept the minutes as presented earlier in an on-line attachment. Motion Carried.
Directors Report	Events report, meetings report, head count report, accepted as presented.	Na	

Committee reports	<p><u>Finance-Reported by Kramer & Andrews</u> Andrews reviewed proposed budget & city financial agreement changes and discussed same; update job descriptions.</p> <p><u>Marketing-Reported by Perry</u> <u>Operations-Open Forum</u> ie: new board member qualifications & suggestions; change in board meeting time.</p>	Moved by Ruhland 2 nd by Burns	Motion to approve the attached financials; 1.YTD 11-12 Actual Comparison; 2 New 12-13 Budget Proposed to City; 3 New 12-13 Budget Proposed to City Expanded Version; as presented earlier to the Finance Committee and Vice Chair Steward. Motion Carried.
Adjournment	Adjourned at 6:30pm	Moved by Andrews 2 nd by Ruhland	Motion to adjourn/Carries.

RESPECTFULLY SUBMITTED BY JULIE JOHNSON IN THE ABSENCE OF SECRETARY JEFF HEIMSOTH.
2/27/12