

# O T T A W A

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

### Board Meeting Minutes

**MAY 23, 2011**

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

Meeting Called To Order 5;15pm

Subject	Discussion	Decision	Next Steps – Motion
Public Comments	Ron Noel-presentation on proposed copier contract.  Howard Johnson presentation re upcoming theater production & informal grant request.	Moved by Andrews 2 <sup>nd</sup> by Steward Na	Motion to accept copier lease contract as presented. Motion Carried.  Wileyworld request tabled until formal application is received.
Next Meeting	Set for June 27 <sup>th</sup> , 2011 @ 5;15pm garden level at the Reddicks. SPECIAL MARKETING & BRAND PRESENTATION BY J. HARDEE	Na	
Next Committee meeting	Wednesday, June 8, 2011 at OVC; 2pm-Operations;3pm-Finance; 4pm-Marketing;	Na	
Review of Minutes	The April 25 <sup>th</sup> , 2011 minutes were presented.	Moved by Steward, 2 <sup>nd</sup> by Ruhland	Motion to approve minutes as attached. Motion carried.
Directors Report	Events report, meetings report, head count report, accepted as presented.	Na	

Committee reports	<u>Marketing-Reported by Burns</u>	Na	Motion to accept attached finances that were inspected and approved in advance by member(s) of the finance committee. Motion Carried.
	<u>Finance-Reported by Andrews</u>	Moved by Andrews 2 <sup>nd</sup> by Perry	
	<u>Operations-Reported by Steward</u>	Na	
Chamber Report-Palmer	None	Na	
City Report-Stisser	None	Na	
Executive Session		Moved by Ruhland, 2 <sup>nd</sup> by Andrews	Motion to move into Executive Session. Motion Carried
		Moved by Andrews, 2 <sup>nd</sup> by Jeff J.	Motion to move out of Executive Session into Open Session. Motion Carried
Open Session		Moved by Ruhland, 2 <sup>nd</sup> by Perry	Motion to approve previously budgeted compensation for non-director employees. Motion Carried.
Adjournment	Motion to adjourn 6:50pm	Moved by Burns, 2 <sup>nd</sup> by Jeff J	Motion Carried

RESPECTFULLY SUBMITTED BY JULIE JOHNSON AS REPORTED BY SECRETARY JEFF HEIMSOTH.