

West Feliciana Parish Tourism Commission Meeting
June 21, 2023, 5:30 pm
At the West Feliciana Parish Library
Study Room B
5114 Burnett Road
St. Francisville, La.

Agenda

1. Call meeting to order **Morgan Moss**
2. Roll call
3. Approval of agenda items for consideration and action
4. Public Comment
5. Approval of May 17, 2023 Board Meeting minutes & June 7, 2023 Special Meeting minutes

6. Old Business
 - a. Executive Director's Report **Devan Corbello**
7. New Business
 - a. Treasurer's Report **John Kean**
 - b. Review 2022/2023 Budget
 - c. 2023/2024 Proposed Budget
 - d. Review Tourism Tactics by Tico Contract
 - e. Ethics Opinion
 - f. Possible Executive Session (RS 42:16)
8. Motion to Adjourn

Next Meeting – July 19, 2023, 5:30 pm @ West Feliciana Parish Library

THE MEETING IS OPEN TO THE PUBLIC.

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the West Feliciana Tourism Commission at (225) 635-4224 describing the assistance that is necessary. Public comment will be taken after each agenda item is read aloud. Comments will be limited to three minutes per person per agenda item.

“The mission of WFPTC is to market and maintain tourism as a strong economic base for West Feliciana Parish.”

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Minutes

1. Morgan Moss called the meeting to order at 5:30 pm.
2. Roll call: Present-Morgan Moss, David Parker, John Kean, Brittney Earnest, Janice Wynn, Heather Melancon. Others Present-Devan Corbello. Absent-John Flippen
3. Janice motioned to approve the agenda items for consideration and action. David seconded the motion, all were in favor.
4. No public was in attendance for comment.
5. David motioned to approve the May 17, 2023 Board Meeting minutes & June 7, 2023 Special Meeting minutes. Brittney seconded the motion, and all were in favor.
6. Old Business
 - a. Devan gave his executive director's report. He gave a recap of IPW San Antonio, where he met with 40 international tour operators to build itineraries to St. Francisville. He also met with the mayor, parish president, and West Fel Chamber of Commerce to introduce the idea of a lodging feasibility study for the parish. This study will help show potential investors how well a new hotel would do in the area. The group tentatively agreed to split the cost three ways pending approval from their offices. Devan was joined by the Louisiana Office of Tourism assistant secretary and his staff to tour the river boat, American Queen and to further build that relationship between the cruise line and parish.
7. New Business
 - a. John Kean gave the treasurer's report. \$22,206.33 were collected in occupancy tax in the month of May. Total income from the month was \$23,475.22 and total expenses were \$17,458.29.
 - b. The board reviewed the 2022/2023 Budget. Income is projected to exceed the budgeted \$230,502.96 and expenses are expected to meet the budgeted \$230,502.96, so no revisions were necessary.
 - c. Devan presented the 2023/2024 Proposed Budget with a projected income of \$242,100.00 and expected expenses to be \$242,100.00. John K. motioned to approve the budget and Heather seconded the motion and all were in favor.
 - d. John moved to review Tourism Tactics by Tico Contract at the July Board Meeting.
 - e. The board had a discussion about any potential conflicts of interest. Devan presented policies from other DMOs as potential policies for WFPTC.
 - f. John made a motion to go into Executive Session (RS 42:16) at 6:41 pm. John made a motion to end the executive session at 6:55 pm.
8. At 6:56 pm, Brittany made a motion to adjourn and David seconded the motion, and all were in favor.

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Approved on July 19, 2023 by the Board of Commissioners.