

West Feliciana Parish Tourism Commission Meeting
December 13, 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 November 6, 2023 Board Meeting Minutes
6. Old Business
 - a. Executive Director's Report **Devan Corbello**
 - i. LA SoS "For the Inspired Traveler" Registration update
 - ii. Hotel Study Update
 - iii. Riverboat Meetings
7. New Business
 - a. Treasurer's Report **John Kean**
 - b. 2024 Board Appointments Update
 - i. Open Executive Board Positions
 - c. Employee Policy Handbook
 - d. Development of a Parish Ordinance concerning AirBnBs
 - e. 2023 Ethics Class
8. Motion to Adjourn

Next Meeting – January 17, 2024, 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 Parish Tourist 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 5:37 PM.
2. Roll call- Absent: Brittany Earnest, John Flippen, Heather Melancon. Present: John Kean, Morgan Moss, David Parker, and Janice Wynn. Others Present: Devan Corbello
3. Approval of agenda items for consideration and action- Motion made by David and seconded by Janice. All were in favor.
4. Public Comment-No public was present for comment.
5. Approval of November 6, 2023 Board Meeting Minutes- Motion made by David and seconded by John K. All were in favor.
6. Old Business
 - a. Devan gave his executive director's report. He highlighted the key meetings he's had over the past month, like the press conference with the Governor and Lt. Gov. to announce the grant for the Tunica Hills Preservation Area and the final meeting of the Louisiana Tourism Leadership Academy.
 - i. He gave an update on the registering of the service mark for "St. Francisville: For the Inspired Traveler" with the LA Secretary of State. It will be mailed out tomorrow.
 - ii. Hotel Study Update was given. It will be completed by January.
 - iii. Last month Devan met with Viking River Cruises and American Cruise Lines to see what their needs were for the upcoming year. The board suggested that he also try and facilitate local groups who conduct tours with the river boats to coordinate experiences.
7. New Business
 - a. John gave his treasurer's report. Income for the month totaled \$22,374.20 and expenses were \$16,348.34.
 - i. Due to Janice resigning, she will be removed from the checking account and any other access to WFPTC's accounts. The remaining signees will be John Kean, Morgan Moss, and David Parker.
 - b. 2024 Board Appointments Update: Jim Johnston, Carlye Graugnard, and Leslie Daniel were voted in as new board members at the 12/12/23 Parish Council meeting. Devan will meet with them prior to January's board meeting to give them a board packet and orientation.
 - i. Open Executive Board Positions. Morgan and John will be rolling out of their executive board positions, and in January, the board will vote on new officers.
 - c. Employee Policy Handbook will be reviewed and voted on in January. New board members will be given the handbook in orientation to review before the meeting.
 - d. John suggested that Devan work with the Parish to Development of a Parish Ordinance concerning AirBnBs, allowing for a better policy for AirBnB owners to register with the

School Board. A draft policy will be presented at the February Board meeting. Devan is to meet with Kenny Havard and Sam D'Aquila prior to the meeting and work with him and other parishes to develop the policy.

- e. 2023 Ethics Class- A Certificate of completion are due by 12/31/23.
- 8. Motion to Adjourn was made by Morgan at 6:38 pm and seconded by Janice. All were in favor.

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Approved at the January 17, 2024 meeting.