

West Feliciana Parish Tourism Commission Meeting  
January 17, 2024, 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 December 13, 2023 Board Meeting Minutes
6. Old Business
  - a. Executive Director's Report **Devan Corbello**
    - i. Hotel Study Update
    - ii. TRID
7. New Business **John Kean**
  - a. Treasurer's Report
  - b. 2024 Officer Elections
  - c. 2024 Board Meeting Times and Days
  - d. Review Attendance & Absentee Bylaw
  - e. Employee Policy Handbook
8. Motion to Adjourn

Next Meeting – February 21, 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 5:43 pm.
2. Roll call: present- Morgan Moss, David Parker, John Kean, Brittany Earnest, Jim Johnston, Leslie Daniel, Carlye Graugnard. Others present: Devan Corbello
3. David made a motion to approve the agenda items for consideration and action. John seconded the motion. All were in favor.
4. No public were present to comment.
5. John made a motion to approve the December 13, 2023 Board Meeting Minutes. David seconded. All were in favor.
6. Old Business
  - a. Executive Director's Report was given by Devan. He gave an update on a meeting he had with a representative of an author that is writing a book featuring locations in St. Francisville. They are planning to have a book reading in 2025. He gave an recap from the Rose Parade Float. He also gave a recap of a meeting he, David and Morgan had with Jill Kidder regarding a TRID (Tourism Recovery and Improvement District) and how that could improve marketing efforts in St. Francisville. A committee will be formed to build that plan. He also gave an update on the Lodging study that was conducted by Horwath.
7. New Business
  - a. John gave the treasurer's report. Income for December was \$18, 727.26 and expenses were \$17, 047.07.
  - b. 2024 Officer Elections were held. David Parker was nominated for Chair, Morgan Moss for Vice Chair, and Brittany Earnest as Secretary/Treasurer. Leslie made a motion to accept them in their respective roles. Carlye seconded. All were in favor.
  - c. The board decided that the 3<sup>rd</sup> Wednesday of every month at 5:30 pm would remain the meeting time and day.
  - d. John made a motion to revert the attendance bylaw back to the version that stated:  
"Any Commissioner who misses three (3) regularly scheduled meetings in succession is required to show good cause in writing or submit a resignation for the good of the organization. If neither is forthcoming, the item shall be placed on the agenda at the next regularly scheduled meeting, and the West Feliciana Parish Council informed of the vacancy. Absences due to illness, death in the family, and previously planned or unexpected travel are classified as excused absences."  
Brittany seconded the motion. Leslie, David, Jim, and Carlye voted in favor. Morgan opposed the motion. Motioned passed by a super majority vote.
  - e. A new Employee Policy Handbook committee was formed by Jim, David, and Leslie to review the draft policies.

8. Motion to Adjourn was made by John at 6:48 pm and seconded by David.

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**Approved on February 21, 2024 at the board meeting.**