

West Feliciana Parish Tourism Commission Meeting  
August 21, 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 June 19, 2024 Board Meeting Minutes
6. Old Business
  - a. Executive Director's Report **Devan Corbello**
    - i. Live Like a Local Update
    - ii. New Board Member Nomination-Due September 5<sup>th</sup>
    - iii. Visitor Impact Meeting-September 16th
  - b. Discuss parish short term rental policy and ordinance pertaining to occupancy tax collections
  - c. Discuss Sports Park advertising signage using a QR code in directing visitors to what's in our parish
7. New Business
  - a. Treasurer's Report **Brittany Ernest**
  - b. Historical Society & WFPTC Partnership
  - c. Chair/Vice Chair Nominations & Election
  - d. Discuss Proposed New Officer Bylaw
  - e. Vote to remove David Parker and add new Executive Officer as a signer on checking
  - f. Discuss Regular Meeting vs. Special Meeting
8. Motion to Adjourn

Next Meeting – September 18, 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 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 5:39 pm.
2. Roll call: Absent-Jim Johnston. Present-Morgan Moss, Brittany Ernest, John Kean, Carlye Gagnaud, Leslie Daniel. Others Present- Devan Corbello
3. Leslie made a motion to approve the agenda items for consideration and action. John seconded it. All were in favor.
4. No public was present for comment.
5. Leslie made a motion to accept the June 19, 2024 Board Meeting Minutes, Morgan seconded the motion. All were in favor.
6. Old Business
  - a. Devan gave his Executive Director's Report. He gave an update on the recent Fam tours he gave to travel writers, and gave an update on the success of his trip to the FMCA RV Show in Redmond, OR. He also updated the board on the progress of the Live Like a Local Campaign, which kicks off on August 24<sup>th</sup> and will go through September 21<sup>st</sup>. He state that New Board Member Nominations are Due September 5<sup>th</sup>. A Visitor Impact Meeting has been rescheduled for September 16<sup>th</sup>.
  - b. John presented the idea that he and Leslie could work on an ordinance to update the Parish's ordinance on short term rentals to ensure that the school board is capturing the occupancy taxes on those properties. Morgan made a motion to allow Leslie and John research and draw up a new parish ordinance pertaining to the definition of a short term rental, and work with the parish council attorney, school board, and parish council in developing said ordinance for the collection of occupancy taxes. Carlye seconded the motion. All were in favor.
  - c. A discussion was had regarding a large sign with a QR code at the Sports Park concession stand that would direct visitors to the Visit St. Francisville's website so they're aware of other things to see and do in town. John made a motion to empower Brittany and Devan to develop, design, and get quotes on at least 3-2'x2' signs, to direct visitors to the WFPTC website. Brittany seconded the motion. All were in favor.
7. New Business
  - a. Brittany gave her Treasurer's Report: Expenses were \$17,839.08, income was \$22,562.82 for the month of July.
  - b. Leslie gave an update on the Historical Society & WFPTC Partnership. The WFHS agreed to a CEA states that the WFPTC will agree to pay the WFHS \$2,509.65 a month to fund the travel assistants at the front desk. The duties will remain the same, however, the travel assistants will now be official employees of the WFHS.
  - c. Leslie nominated John Kean for the Chair Position. Morgan seconded the nomination, John accepted, all voted in favor.

e. Vote to remove David Parker and add new Executive Officer as a signer on checking: Leslie made the motion, Brittany seconded. All were in favor.

f. A discussion was had on the definition of a Regular Meeting vs. Special Meeting. Special meetings are in addition to the regular scheduled meetings. Regular meetings should not be rescheduled unless due to "Acts of God."

8. Motion to Adjourn was made by John and seconded by Morgan at 6:35pm. All were in favor.

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**Approved at the September 18, 2024 Board meeting.**