

West Feliciana Parish Tourism Commission Meeting Agenda  
November 19, 2025, 5:30 pm  
At the West Feliciana Parish Library  
Teen Room  
5114 Burnett Road  
St. Francisville, La.

1. Call meeting to order John Kean
2. Roll call
3. Approval of agenda items for consideration and action
4. Public Comment
5. Approval of October Board Meeting Minutes
6. Old Business
  - a. Commission Status Report
  - b. Social Media Status, Reports, & Proposals
  - c. Occupancy Tax Collections
  - d. Cooperative Endeavor/marketing director/administrative director
  - e. FAM tour and other LOT guided tours comp policy
  - f. Ethics Training Reminder DUE: December 31. Please send copy of certificate to office for its records.Leslie Daniel  
Lauren Pourciau
7. New Business
  - a. Treasurer's Report & Financials for previous month Jim Johnston
    - i. Balance Sheet
    - ii. P&L Budget Performance
    - iii. Previous Month's Collections, Fee, & Graph
    - iv. Full Bank Statement
    - v. Credit Card Statement
  - b. Attorney General Opinion on use of funds to sponsor events
8. Motion to Adjourn

Next Meeting – December 17, 2025, 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 comments 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."**