

Minutes
Hot Springs Travel & Tourism
November 14, 2017

1. **CALL TO ORDER** – Board President Angie Guyon called the meeting to order at 1:00 pm. Board members present were Guyon, Rick Tudor, Carl Leyba, Bob Spain, Bre Mead, and Tourism Director Amanda Moeller. Absent from the meeting was Kevin Skates. Guests in attendance were Mark Dykes (Independent Record) and Phillip Scheel (Chamber of Commerce).
2. **APPROVAL OF AGENDA** – Rick moved to approve the agenda as presented. Bob seconded the motion. With no further discussion, motion passed.
3. **APPROVAL OF OCTOBER 17, 2017 MINUTES** – Rick moved to approve the minutes as written. Bob seconded the motion. With no further discussion, motion passed.
4. **FINANCIAL REPORT** – Amanda presented the Board with the financials, reporting no deposits or expenditures were unusual. No further action taken.
5. **OLD BUSINESS**
 - a. Technical Assistance Grant
 - i. YSI – Amanda has signed and sent the contract. HST&T was awarded the Technical Assistance grant from Wyoming Office of Tourism.
 - b. 2018 Governor’s Conference – February 25-27, 2018 Cheyenne, WY - no additional Board members will be attending. Angie, Rick, and Amanda will be travelling to Cheyenne for the conference.
6. **NEW BUSINESS**
 - a. Ownership of photographs and other materials
 - i. Availability for private use/photo crediting – Rick moved to allow HST&T photos and other materials to be available for private use and promotion so long as each instance is accompanied by a photo credit to HST&T. Bob seconded the motion. With no further discussion, motion passed.
 - b. Storage Unit – Carl moved to authorize Amanda to enter into a one-year lease agreement for a storage unit not to exceed \$500.00. Bre seconded the motion. The unit will be used to store visitor guides, marketing materials, and any other overage. With no further discussion, motion passed.
7. **DIRECTOR REPORT**
 - a. Keys to the City – all keys have been distributed over the past weekend.
 - b. Visitor Guides – The Visitor Guides have arrived.
 - c. Website Update – The website is finished and has launched. Amanda reported that she has had a wonderful experience working with Prisma Designs.
 - i. Phillip suggested a link to the Chamber Calendar of Events.
8. **OPEN FLOOR DISCUSSION**
 - a. Carl discussed working with Bruce Webster, Kevin Skates, and Jackie Wright to bring more free concerts to the HSSP during the summer months. He said that the group would

like to host two bands per month. He also stated that the group has not determined what HST&T funds to request.

9. **NEXT MEETING DATE** – Carl moved to cancel the December meeting and reconvene on January 16, 2018. Rick seconded the motion. With no further discussion, motion passed. There will be no December meeting.

10. ADJOURNMENT – 1:39 pm