

# CAMPBELL COUNTY LODGING TAX JOINT POWERS BOARD

Brenda Boss, Chairman  
John Flocchini, Treasurer  
Charles Schlesselman, Member  
Cory Bryngelson, Member

Debby Zolnoski, Vice Chair.  
Gradlyng Brooks, Member  
Brandi Harlow, Member

Mary Silvernell, Exec Dir  
Karen Plambeck, Svc Mgr  
Gina Michael, Svc Mgr  
Mark Hines, Dowl/HKM  
Jaime Tarver, Dowl/HKM  
Holly, Campbell County Observer

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## BOARD MEETING MINUTES

July 2, 2014 2:00 PM

George Amos Memorial Building, Gillette Wyoming

### I. CALL TO ORDER

Brenda Boss called to order the organizational meeting of the Campbell County Lodging Tax Joint Powers Board at 2:00 PM on June 2, 2014, at George Amos Memorial Building, Gillette, Wyoming

### II. APPROVAL OF AGENDA/CONSENT AGENDA

Charles Schlesselman moved to approve the Agenda and Consent Agenda, Debby Zolnoski 2<sup>nd</sup> the motion. The motion carried 4-0.

### III. APPROVAL OF MONTHLY MINUTES

Charles Schlesselman moved to accept the June Meeting Minutes and Debby Zolnoski 2<sup>nd</sup> the motion. Motion carried 4-0.

### IV. TREASURER'S REPORT

Executive Director reported there is \$127,590.43 in the checking account and \$226,270.69 in MM1 and \$250,309.08 in MM2 for a Total of \$604,170.20. Charles Schlesselman moved to accept the Treasurer's report and Debby Zolnoski 2<sup>nd</sup> the motion. The motion carried 4-0.

### V. NEW BUSINESS

- Adbay Contract Approval still being reviewed by Executive Director to be presented at August Board Meeting.
- Statement of Investment Policy Renewal - All Board Members were present for signing.
- Audit Agreement, no changes were recommended and all fees will stay the same for FY 2014/2015

### VI. OLD BUSINESS

- Gillette Visitor Center Study Update – Jaime Tarver presented and opened up for any additional questions.
- Destination Assessment Report - An executive summary will be presented to the lodging association in July, and will also be provided to each Board Member upon completion by the Director.

**VII. CCCVB DIRECTOR'S REPORT**

- A Visitor Services Manager was selected and introduced. Gina Michael reviewed her background with the Board. Several Board Members thanked Karen Plambeck for her service.
- Traffic Attendance and Other Visitor Center Reports – Director and Services Manager provided the Board with Tour updates of the Geis Farm Tours, Durham Ranch Tours, Dry Fork and Mine Tours that were arranged by the CCCVB for the Airstream RV Rally attendees.

**VIII. BOARD MEMBER COMMENTS - None**

**IX. VISITOR COMMENTS - None**

**X. EXECUTIVE SESSION - An Executive Session was called at 2:35 p.m. to discuss Executive Director's performance appraisal and salary increase. The Board voted to approve a base salary of \$65,000 for the Executive Director, effective July 1, 2014. Executive Session was adjourned at 3:40 pm.**

**XI. NEXT MEETING – Wednesday, August 6, 2014 at 2:00 p.m. at the George Amos Memorial Building.**

**XII. ADJOURN- Brenda Boss adjourned the meeting at 3:45 p.m.**

Minutes submitted by: Gina Michael

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Brenda Boss, Board Chairman

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Gina Michael, Acting Secretary