



Clermont County Convention and Visitors Bureau
Board of Trustees
Meeting of August 16, 2011

MINUTES

The regularly scheduled annual meeting of the Clermont County Convention and Visitors Bureau Board of Trustees was held at Holiday Inn Eastgate on August 16, 2011. Vice Chairwoman Ms. Sims called the meeting to order at 12:05 noon.

In Attendance:

Mr. Ackermann, Mr. Brown, Mr. Carter, Mr. Clingman, Mr. Dauner, Mr. Kennedy, Mrs. Sims, Ms. Wiedenbein, Mrs. Mason.

Secretary's Report: Mr. Ackermann

Mr. Ackermann presented the meeting minutes from March 29, 2011. Mr. Dauner motioned to accept the minutes as presented. Ms. Wiedenbein seconded. Motion Passed.

Treasurer's Report: Mr. Carter

Mr. Carter presented the drafts of financial statements of June 30, 2011. Ms. Mason explained that she lost all the data stored in her "electronic" calendar prior to June 30, 2011. That data included details on vacation and sick days used. Following is the method used for the purpose of determining the balance of Vacation time accrued that is reflected on the on the financial statements. Ms. Mason carried over from 2009 year-end to 2010 the amount of 199.50 hours of vacation time. It is assumed that all the vacation time accrued in 2010 (175.50 hrs) and all vacation accrued till June 30, 2011 (75.50 hrs.) was used do to illness and known time off. Thus the balance at year end 2010 of vacation time is 199.50 hrs., and for June 30th, 2011 it the same (206 hrs.) Paid Leave (that is not reflected on the financial statements) is 0 at year end 2010, and 49 hrs accrued through June 30, 2011. Ms. Wiedenbein motioned to approve the Treasurer's Report as presented. Mr. Kennedy seconded. Motion passed.

Nominating Committee Report: Mr. Ackermann

Mr. Ackerman presented the nominating committee report as follows: Mr. Clingman to be recommended by appointment of the Clermont County Commissioners for a second three year term, ending August 31 2014. Mr. Tom Sutton to be recommended to the Clermont County Commissioners for an appointment of one three year term ending August 31, 2014. Mr. Sutton is to replace Mr. Dauner whose term has ended, and is no longer eligible to serve as a commissioner appointee.

Ms. Jodi Inabnitt to be elected from the Board of Trustees to her second 3 year term ending August 31, 2014, and Mr. Randy Carter to his second 3 year term ending August 31, 2014.

Mr. Brown motioned to approve the slate of nominees and recommendations as presented. Ms. Wiedenbein seconded. There were no other nominations submitted. Motion passed.

P.O. Box 100
410 East Main Street
Batavia, Ohio 45103
U.S.A.

Phone:
513-732-3600
800-796-4282

Fax:
513-732-2244

Web:
visitclermontohio.com

Executive Director's Report: Ms. Mason

LODGING TAX... Ms. Mason submitted a written report. Ms. Mason further commented on the lodging tax collections being on target with budget and projections. An increase of 7.69% for the first half of 2011 as compared to the same time period in 2010 has been achieved.

IMAGE COMMITTEE... Ms. Mason recommended that the bureau sponsor maintenance of the "Welcome to Clermont County" sign that is at the cloverleaf ramp of Northbound I-275 and SR 125. The sign was a project of the now defunct Clermont 20/20 and is not being maintained. Ms. Mason reported that County Administrator David Spinney had invited her to a meeting of the "image committee". Other participants were representative of the County Engineer's office and Office of Economic Development. Ms. Mason further clarified the recommendation that the expense not exceed \$1,000 for the remainder of 2011 and all of 2012. Ms. Mason reported that the quote of \$800-\$1,000 had been secured from Neff Landscaping that presently does the lawn maintenance at the offices of the CVB. After some discussion Mr. Brown motioned to approve the expense. Mr. Dauner seconded. Motion passed.

ESTO... Ms. Mason reported that Ms. Inabnitt had agreed to attend the US Travel Association's ESTO conference with members of the CVB staff. The expenses for Ms. Inabnitt to attend the conference had been previously approved by the Executive Committee. Ms. Wiedenbein motioned to approve the expenses. Mr. Clingman seconded. Motion passed.

UGRR CONFERENCE... Ms. Mason reported on the National Underground Railroad Conference. She noted that the room block goals had been exceeded, and subsequent business had been booked as a result of the conference. Ms. Mason presented each Trustee with a copy of Mr. Knepp's book that was given to conference delegates.

TO DO LIST... Ms. Mason noted the "to do list" of the CVB that reflects current projects at hand, including the website. Mr. Clingman mentioned there were several changes to be made on the site.

SUMMER STAFFING... Ms. Mason reported that "summer staffing" will end on August 18th when Megan Carter goes back to college. Ms. Mason noted that Ms. Carter is the daughter of Randy Carter, and she appreciated the fact that Ms. Carter was available for the summer schedule.

CPR... Ms. Mason reported that on Monday August 15th, a man knocked on the door of the CVB and pleaded for someone that knew CPR. Dallas quickly responded to Batavia Village Offices, to find the Administrator Mr. Dennis Nichols in full cardiac arrest. He was not breathing and had no pulse. Using his life saving EMT skills, Dallas resuscitated Mr. Nichols assisted by Police Chief Gardner and an AED. CJFD responded with an ambulance. There was discussion about the need for CPR training and perhaps purchasing an AED device for the CVB office.

THANK YOU... Ms. Sims thanked Mr. Dauner and Mr. Brown for their service to the Board and presented both of them with a card and thank you gift.

The meeting was adjourned at 2:10 PM

Don Ackermann, Secretary