

WOODWARD CONVENTION & VISITORS BUREAU
BOARD MEETING MINUTES
April 18, 2018

The Convention & Visitors Bureau Committee of the City of Woodward, Oklahoma, met in regular session at the Convention & Visitors Bureau on Wednesday, April 18, 2018, at 9:49 a.m. with the following people present:

(As prescribed by law, meeting notice and agenda were filed at the Office of the City Clerk at 8:15a.m. and posted at City Hall at 8:20a.m. April 11, 2018.)

PRESENT: John Brown Chairman
 Steve Kohl Member
 Trenton Sunderland Member
 Sarah Wolfington Executive Director
 Hayley Herring Office Administrator

GUESTS: None

ABSENT: Caryl Parsons Member
 Jewell Searcy Member

- I. The meeting was called to order at 9:49 a.m. by Chairman John Brown.

- II. Attendance of members, ex-officio members and guests was taken.

- III. Sarah Wolfington discussed the financial statement. She said the hotel/motel tax is up by 11% which is good, and it looks to continue that way. Revenue and expenses are where they should be at this point in the year. SK believes hotel/motel tax will now stay in the positive through the end of the fiscal year.

Accepted and approved financial statement. SK made a motion to accept and approve the statement and TS seconded.

ROLL CALL

AYES: Brown, Kohl and Sunderland
NAYS: None

- IV. Accepted and approved regular meeting minutes from February 21, 2018 and special meeting minutes from March 17, 2018. TS made a motion to accept and approve the minutes, SK seconded.

ROLL CALL

AYES: Brown, Kohl and Sunderland
NAYS: None

- V. SW discussed potential new business for the CVB. SW advised she will be on vacation on the next scheduled meeting date and all members will be very busy in May. She suggested we cancel the May meeting and wait until June to have our next meeting, all agreed this would be a good

idea. SK requested that all members make the effort to be in attendance as it's the last meeting of the fiscal year.

VI. SW gave her Director's Report and informed everyone business is booming this year for booking events. So far we have booked 30 events for April, 19 for May and 16 for June, with more coming in every day.

SW went over a few of the events we have had since the last meeting: Dining & Dancing with Daddy, the OID Senior Fraud Conference, WIF AGM and multiple DCP meetings. SW said NWDCS wants to double Dining and Dancing with Daddy into 2 nights next year, everyone agreed it would be a good idea because the event is very popular. SW stated DCP meetings keep booking all the time. SW reported due to the cold weather our BSGC wedding moved to the Conference Center resulting in a turnaround in the middle of the night after Dining & Dancing with Daddy.

SW showed everyone the plans for the landscaping work we will be having done and answered questions. SK asked how it will all be watered; SW assured him we have an irrigation system which will cover it.

SW explained, Jeff at BSGC will be joining us for the EXPO again next year after a very successful response this year. TS expressed how well Jeff is doing with the golf course and SW agreed with him.

SW went over the big events happening in the next few weeks including Twister Alley, Bull Fighters Only, "Back to the Beach Motor Fest" and the "Crystal Beach Park Summer Launch". SW said the Glow Golf supplies have arrived and we should be ready to test them out very soon. TS gave everyone a demonstration of the golf balls and they were a hit. SK expressed his concern that people might accidentally leave with them, TS assured him people have to turn everything in once they are done playing as there is only one access point.

SW advised the handout that will be given to teams and attendees at Fuller Park is now at the print shop and we will be receiving them soon. SW and TS discussed Bryan White's excitement about the handouts; he will also be distributing them with future bids.

SW reported on her budget workshop, stating she received good feedback and discussed the cuts that were made and that she doesn't view any as an issue. She is hopeful it won't change much.

TS inquired about where we are with our Boiling Springs Golf Course venue. SW told him the plans are currently on hold, and explained why this has happened. SW stated a ceremony could still be held there and a reception up to 100 guests in the clubhouse, but we aren't pushing it because of how busy we are right now.

There being no further business, the meeting was adjourned at 10:43a.m. by motion from JB with a second from SK.

/s/JOHN BROWN
CHAIRMAN

ATTEST:
/s/HAYLEY HERRING
OFFICE ADMINISTRATOR