

These minutes are not the official record until final approval at the next board meeting and all minutes may be changed until officially approved.



**Galena/Jo Daviess County Convention & Visitors Bureau  
Minutes for Event Planning & Management Committee  
CVB Administrative Office, 720 Park Ave., Galena, IL 61036  
December 8, 2015**

**Call to order:** Meeting was called to order by Matthew Carroll 10:17 a.m.

**Roll Call Present:**

**CVB Board Members**

- Matthew Carroll
- Jess Farlow
- Erin Murphy
- Vacant
- Sharon Cholewinski
- Helen Schamberger
- Hal Gilpin
- Merri Berlage / JDC Board Member

**Staff**

- Katherine Walker, Executive Director
- Jeff Graack, Sales & Marketing Director
- Lori Kinnaman, Administrative Assistant
- Betsy Kaage, Social Media Specialist
- Melosa Belger, Events Coordinator

**Public Comments.**

None

**Approval of Minutes.**

*Motion:* Moved by Hal Gilpin to approve the minutes of the November 24, 2015 meeting.

Second by Erin Murphy. **Motion carried.**

**New business.**

The committee discussed the future of the Lead Rush Marathon. They discussed whether the current staff should continue the race or if another organization would be interested in taking it over. The committee asked Katherine Walker to approach other organizations to ask if they if there is any interest. Hal Gilpin suggested that a decision be made by April. Erin Murphy asked that a decision be made before April. Erin stated that Chestnut was fine with keeping the current

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course and that they would continue to be in a leadership role. The committee decided to wait until the January meeting to make a decision on the Lead Rush Marathon for 2016. Some discussion continued on future events by the CVB. Katherine Walker stated that the purpose of the event investment program was to assist others in starting their own events. Hal Gilpin stated that he would prefer not to be in the event business.

**Public Comments.**

None

**Adjournment.**

*Motion:* Moved by Erin Murphy. *Second:* by Hal Gilpin to adjourn the meeting.

**Motion carried.** The meeting was adjourned at 10:48 a.m.

Lori Kinnaman

Administrative Assistant / Secretary

Galena/Jo Daviess County Convention & Visitors Bureau

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Date of Approval