



Galena/Jo Daviess County Convention & Visitors Bureau

Minutes for CVB Board Meeting

Jo Daviess County Courthouse @ 6:00 p.m.

June 28, 2016

Call to order: Meeting was called to order by Hal Gilpin at 6:00 p.m.

Roll Call Present:

CVB Board Members

- Matthew Carroll
- Jess Farlow
- Erin Murphy (Vice Chair)
- Terry McGovern
- Sharon Cholewinski
- Helen Schamberger
- Hal Gilpin (Chair)
- Betsy Achett
- Merri Berlage / JDC Board Member

Staff

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

Guest in Attendance

Dan Burke

Public Comments

None

Approval of Minutes

Motion: Moved by Erin Murphy to approve the minutes from the May 31, 2016 CVB Board Meeting. Second by Matthew Carroll. **Motion carried**

Unfinished Business

Erin Murphy stated that the new DMO Board has not met since the last CVB Board meeting. Merri Berlage reminded the board that the Executive Committee meets July 5, 2016 and the contract would need to be reviewed by the DMO Attorney and submitted before July 1 to be considered for the July 5th agenda.

Merri Berlage asked about the deadline for the new Director. Erin Murphy stated that she did not know the status.

New Business

Motion: Moved by Merri Berlage to discuss the new business item after closed session. Second by Erin Murphy. **Motion carried with all ayes.**

Committee Reports

Sales & Marketing

Hal Gilpin reported on the meeting. The meeting lacked a quorum but they did discuss the new website and stats.

Katherine Walker announced that Cory Jobe (IL Dept. of Tourism) puts out a Travel Tuesday Newsletter and he had good words about the new website, she read his comments to the board.

Event Planning

Merri Berlage asked the board to reach out the Ed Amstutz to address any issues that arouse from the Hillinois Bike Race in Elizabeth. The board agreed that it would be a good idea. Merri Berlage invited the board to stay and offer impute concerning festivals in the county at the Development and Planning Committee meeting.

Community Outreach

No report.

Board Member Comments

Erin Murphy announced to the board all the activities that will be going on for Hanover Days on July 3rd.

Sharon Cholewinski had concerns with the Stockton website concerning the Fourth of July events.

Matthew Carroll announced that the Jail Hill Inn was featured in the Preservation Magazine.

Merri Berlage reiterated the invitation to stay for the Development and Planning Committee meeting to follow.

Hal Gilpin asked of the status on the overlook project. Katherine Walker stated that Lori Kinnaman will be viewing the structure in East St. Louis over the holiday and she herself will be there on July 19 and also plans to view the one in Grafton, IL. The staff is planning visits starting next month.

Katherine Walker announced that each of the mid-western states had one town mentioned in the Midwest Living Magazine and Galena was mentioned for the state of Illinois.

Public Comments

None

Closed Session

Motion: Moved by Merri Berlage to go in to closed session for Personnel section 2(c)1, the appointment, employment, compensation, discipline, performance, or dismissal of specific

employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Topic of discussion: Social Media Specialist. Second by Sharon Cholewinski. **Motion Carried.**

Roll call. Present: Merri Berlage, Jess Farlow, Erin Murphy, Matthew Carroll, Hal Gilpin, Helen Schamberger, Sharon Cholewinski, Betsy Achett and Terry McGovern. Absent: None

The board adjourned to closed session at 6:12pm.

The board reconvened to open session at 6:32 pm.

Roll call. Present: Merri Berlage, Jess Farlow, Erin Murphy, Matthew Carroll, Hal Gilpin, Helen Schamberger, Sharon Cholewinski, Betsy Achett and Terry McGovern. Absent: None

Motion: Moved by Merri Berlage to accept the concept of retaining a Social Media Specialist as a county employee working remotely or as an independent contractor. Second by Jess Farlow. **Motion carried with all aye votes.**

Adjournment

Motion: Moved by Jess Farlow. *Second:* by Erin Murphy to adjourn the meeting. **Motion carried.** The meeting was adjourned at 6:33 p.m.

Lori Kinnaman

Secretary / Administrative Assistant

Galena/Jo Daviess County Convention & Visitors Bureau

July 26, 2016

Date of Approval