

# Vermilion Parish Tourist Commission

## Minutes of November 16, 2016

Members Present: Shannon Neveaux, Kathie Terpening, Betty Girouard, Ferric Montgomery, Marlene Theriot, Terry Lancon, Odile Segrest; Members Absent: Sandra Reaux, Judy LeBlanc  
Others Present: Alison Miller, Charlene Beckett, Bryan Petry

The meeting was called to order and all in attendance recited the Pledge of Allegiance.

The Commission reviewed the agenda presented. A motion was made by Terry Lancon, seconded by Marlene Theriot, and unanimously carried to accept the agenda as written without any additions.

Shannon Neveaux thanked the Commissioners and welcomed the guests in attendance. Charlene Beckett informed the Commission on the upcoming events that will be held in downtown Abbeville. She also provided an update on Project Front Yard, a project that Main Street, Keep Abbeville Beautiful, the Tourist Commission and others are working on for Vermilion Parish. Odile Segrest reminded the Commission about the Abbeville Garden Club Pansy Sale that will be held this weekend in Magdalen Square. Betty Girouard complimented Charlene Beckett for her efforts and work she does for Abbeville Main Street. There were no other guest comments.

A motion was made by Odile Segrest, seconded by Betty Girouard, and unanimously carried to approve the minutes of September 21, 2016 as written.

A motion was made by Terry Lancon, seconded by Kathie Terpening, and unanimously carried to approve the Treasurer's Report and payment of bills as presented.

Alison Miller provided the Commission with the proposed budget for the BP Gulf Tourism and Seafood Promotion Grant that was recently awarded to the Tourist Commission. A motion was made by Betty Girouard, seconded by Terry Lancon, and unanimously carried to approve the budget and submit it to BP for final approval.

Alison Miller presented the Commission with the amended 2016 Budget to have the expenditures more in line with the actual revenue. The 2016 revenue is currently \$8,537 less than anticipated. All areas of the budget have been adjusted. A motion was made by Betty Girouard, seconded by Terry Lancon, and unanimously carried to approve the amended 2016 Budget.

A motion was made by Odile Segrest, seconded by Ferric Montgomery, and unanimously carried to go into Executive Session to perform the annual review on Executive Director, Alison Miller. A motion was made by Marlene Theriot, seconded by Terry Lancon, and unanimously carried to come out of Executive Session. Mrs. Miller received an outstanding review from the Commission.

Alison Miller presented the Commission the Proposed 2017 Budget and notes that were compiled at the Budget Committee meeting held in October. Due to the decline in sales tax revenue over the past year, the Commission decided to make a necessary cut in pay and hours for Alison Miller to get the 2017 Budget in line with the budget requirements for political subdivisions. Beginning in January 2017, Alison Miller will work 32 hours per week. Should the Commission see an increase in revenue, the pay and hours for the Executive Director will be revisited. A motion was made by Marlene Theriot, seconded by Kathie Terpening, and unanimously carried to adopt the proposed 2017 Budget as presented.

Alison Miller informed the Commission that CD#1156301 will need to be renewed. Mrs. Miller provided the current interest rates and terms. A motion was made by Marlene Theriot, seconded by Kathie Terpening, and unanimously carried to have Alison Miller research interest terms and rates at IberiaBank, as well as other banks and renew at the best rate possible.

The 2017 Meeting dates were discussed. A suggestion was made to keep the meetings to the third Wednesday of the month since the majority could make the meetings on that day and not conflict with other meetings or obligations. A motion was made by, seconded by Kathie Terpening, and unanimously carried to keep the Board Meetings to the third Wednesday of the month.

The next meeting of the Vermilion Parish Tourist Commission will be held on Wednesday, January 18, 2017 at 4:00 pm at Vermilion Parish Tourist Commission.

There being no further business, a motion was made by Terry Lancon, seconded by Betty Girouard, and unanimously carried to adjourn.

Minutes taken and respectively submitted by:

Kathie Terpening, VPTC Secretary