

**Middletown Convention Visitors Bureau
Grant Meeting Minutes November 17, 2011
BeauVerre Studios 5:30 pm**

Attendees: Linda Moorman, Maria Langendorf, Dana Picard, Rob Hoffman, Joe Mulligan, Doug Blazer, Melinda Armbruster, Fran Sack, Dick Boyea , Kent Bradshaw, Mark Hecquet, Marie Edwards

Absent:

Meeting called to order @ 5:40 p.m. by Linda Moorman.

Approval of Minutes: Blazer motion; Mulligan 2nd; unanimous

Old Business

- Bylaws discussion
 - Wording for absenteeism for bylaws to be added
 - Updated Bylaws to be typed up
- Terms
 - Upon Council's approval, Gracie Gregory will fill seat left open by Gary Lebo
 - Bradshaw, Sack, Picard, and Hoffman have all agreed to renew 3 year terms
- State 501c6 Filing
 - IRS Letter still needed for state filings, Picard will call IRS for possible copy

New Business

- Downtown Middletown
 - Patrick Kay has been hired as the Downtown Manager for Downtown Middletown, INC
 - MCVB has previous contract with City that would reimburse City \$20,000 for banner program. City wants to transfer the \$20,000 to Downtown Middletown, INC
 - Contract needs to be researched
 - Look to rewrite contract and ask DTM, INC to resubmit proposal

BCVB Report

- New website design to be released in early January
- New Butler County maps are currently being distributed
- Butler County conversion study is complete and being tabulated. Mark will communicate results
- 2013 Ohio Tourism Conference to be held in Butler County
- Conflict of Interest Policy to be signed by all board members at Annual Meeting

Next Meeting January 26, 2012

Meeting adjourned at 7:45: motion Sack; Armbruster 2nd unanimous