



## Convention and Visitors Bureau

### AGENDA

Thursday, June 11, 2020

9:00 AM

City Hall (Council Chambers)

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#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF EXCUSED ABSENCES

#### APPROVAL OF MINUTES FROM PREVIOUS MEETING

[CVB](#) May Minutes

#### APPROVAL OF CURRENT FINANCIAL STATEMENTS

[CVB](#) April Financials

#### **Chairman's Report**

#### **Director's Report**

#### OLD BUSINESS

#### NEW BUSINESS

#### ANNOUNCEMENTS

Next meeting will be July 9th at Monroe City Hall.

#### ADJOURN



**Convention and Visitors Bureau**

**MINUTES**

**Thursday, May 14, 2020**

**9:00 AM**

**Join Zoom Meeting <https://us02web.zoom.us/j/84286281187>**

**Meeting ID: 842 8628 1187**

**CALL TO ORDER**

Meeting was called to order at 9:25 am.

**ROLL CALL**

**PRESENT**

- Chairman Lisa Anderson
- Vice Chairman Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Charles Sanders
- Board Member Wesley Sisk
- Board Member Chris Collin

**ABSENT**

- City Council Representative Ross Bradley

**CITY STAFF**

- Sadie Krawczyk
- Leigh Ann Walker
- Logan Propes
- Les Russell

**APPROVAL OF EXCUSED ABSENCES**

**APPROVAL OF MINUTES FROM PREVIOUS MEETING**

CVB Minutes April

Approved. Motion made by Board Member Sanders, Seconded by Secretary Gray.  
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, Board Member Collin

**APPROVAL OF CURRENT FINANCIAL STATEMENTS**

CVB March Financials

Approved. Motion made by Board Member Sisk, Seconded by Secretary Gray.  
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, Board Member Collin

**Chairman's Report**

None.

**Director's Report**

Sadie mentioned that we're keeping an eye on hotel/motel tax to see what kind of impact COVID-19 will have on funds.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**ANNOUNCEMENTS**

Next meeting will be June 11, 2020 at Monroe City Hall.

**ADJOURN**

Motion made by Board Member Holder, Seconded by Board Member Collin.  
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, Board Member Collin

**Balance Sheet**

As of April 30, 2020

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	<u>Apr 30, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
111116 · General Fund Checking	22,366.36
Total Checking/Savings	<u>22,366.36</u>
Total Current Assets	<u>22,366.36</u>
<b>TOTAL ASSETS</b>	<b><u>22,366.36</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
134220 · CVB Fund Balance	38,446.31
Net Income	<u>-16,079.95</u>
Total Equity	<u>22,366.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>22,366.36</u></b>

**Profit & Loss**

April 2020

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	<u>Apr 20</u>
<b>Income</b>	
361000 · Interest Received	<u>0.22</u>
<b>Total Income</b>	0.22
<b>Expense</b>	<u>0.00</u>
<b>Net Income</b>	<u><u>0.22</u></u>

## Profit &amp; Loss

January through April 2020

	<u>Jan - Apr 20</u>
<b>Income</b>	
314100 · Hotel/Motel Tax Funds	10,839.98
361000 · Interest Received	2.48
389000 · Other Misc. Revenue	120.00
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<b>Total Income</b>	10,962.46
<b>Expense</b>	
531300 · Food	127.91
523850 · Contract Labor	7,649.22
523300 · Advertising	
523311 · Online Ads	675.00
523312 · School Sponsor Ads	500.00
523313 · Direct Mail	4,955.89
523314 · Magazines	4,438.39
523315 · Commercial	7,982.00
523317 · Newspapers	350.00
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<b>Total 523300 · Advertising</b>	18,901.28
523600 · Dues and Subscriptions	364.00
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<b>Total Expense</b>	27,042.41
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<b>Net Income</b>	<b><u><u>-16,079.95</u></u></b>