



# Swansboro Tourism Development Authority Agenda

**Town of Swansboro**

Thursday, October 09, 2025

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## **I. Call to Order**

## **II. Approval of Minutes**

- a. **July 10, 2025, Regular Meeting Minutes**

## **III. Business**

- a. **Marketing & Advertising Status Update Discussion**

*Presenter: Anne Marie Bass – Owner & Principal of Front Row Communications*

- b. **Finance Report – (1st Qtr.–FY 25-26)**

*Presenter: Sonia Johnson – Finance Director*

- c. **Portable Restroom Discussion**

*Presenter: Sonia Johnson – Finance Director*

Staff seeks guidance from the Swansboro TDA Board on specifications to obtain accurate quotes for budgeting purposes.

*Recommended Action: Advise staff on the Board's desired specifications for the portable restroom trailer so that accurate quotes can be obtained.*

- d. **2026 Regular Meeting Schedule**

*Presenter: Sonia Johnson – Finance Director*

Pursuant to NCGS 143-318.12 a public body may establish a schedule of regular meetings, showing the time and place. A copy of the schedule shall be filed with the Town Clerk. A regular meeting schedule for the 2nd Thursday of each quarter has been provided for consideration.

*Recommended Action: Motion to approve the 2026 Regular Meeting Schedule*

- e. **Board Projects/Discussion Items**

*Presenter: Randy Swanson – Chair*

To provide an overview of key projects and discussion items for the upcoming Board meeting, including updates, recommendations, and items for Board consideration or direction.

## **IV. Board Comments**

## **V. Adjournment**