



# Swansboro Tourism Development Authority Special Meeting Agenda

Town of Swansboro

Thursday, July 20, 2023

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## I. Call to Order

## II. Reports

### a. Financial Report

*Presenter: Sonia Johnson, Finance Director*

### b. Marketing & Advertising Quarterly Status Update Report as of June 28, 2023

## III. Business

### a. Seaside Arts Council-Swan Project

*Presenter: Debra Pylypiw*

On April 27, 2023, the Board approved the purchase of one Swan to promote Swansboro. A couple of examples have been provided for discussion.

*Recommended action: To select individual to approve design.*

### b. Funding Requests

*Presenter: Paula Webb, Town Manager*

Town of Swansboro-Visitor Center Improvements

*Presenter: Anna Stanley, Parks & Recreation Director*

Town of Swansboro-Festival & Events

#### **Recommended action:**

1. Approve funding request for Town of Swansboro-Visitor Center improvements
2. Approve funding request for Town of Swansboro-Festival & Events
3. If needed, motion to approve Budget Ordinance Amendment #2024-1

### c. Audit Contract

*Presenter: Sonia Johnson, Finance Director*

The Town is required to have an annual audit performed. This is a proposed contract for services with Gregory T. Redman to prepare the Town's financial statements and perform the audit for FY 22/23. The proposed fee to audit this fiscal year ended June 30, 2023, is \$3,000.

*Recommended action: Motion to approve the Audit Contract with Gregory T. Redman, CPA for the period July 1, 2022 thru June 30, 2023.*

## IV. Board Comments

## V. Adjournment