



Swansboro Tourism Development Authority Agenda

Town of Swansboro

Thursday, July 10, 2025

I. Call to Order

II. Approval of Minutes

- a. **May 8, 2025 Special Meeting Minutes**

III. Business

- a. **Audit Contract-Gregory T. Redman, CPA for the period July 1, 2024 through June 30, 2025**

Presenter: Sonia Johnson – Finance Director

The Swansboro Tourism Development Authority (STDA) is required to have an annual audit performed. This is a proposed contract for services with Gregory T. Redman to prepare the STDA financial statements and perform the audit for FY 24/25. The proposed fee to audit this fiscal year ended June 30, 2025, is \$3,000.

Recommended Action: Motion to approve the Audit Contract with Gregory T. Redman, CPA for the period July 1, 2024 through June 30, 2025.

- b. **Funding Request – Seaside Arts Council**

Presenter: Sonia Johnson – Finance Director

The Seaside Arts Council has submitted a funding request for \$2,000 to support SwanFest, the free summer concert series held annually in downtown Swansboro. This event is designed to attract both visitors and community members, supporting tourism and enhancing the cultural experience in our town.

Recommended Action: Motion to approve funding request for Seaside Arts Council

- c. **Funding Request – Town of Swansboro**

Presenter: Sonia Johnson – Finance Director

The Town of Swansboro is requesting funding for the rental of portable restrooms while the Visitor's Center is closed.

Recommended Action:

1. *Motion to approve funding request*
2. *Motion to approve budget amendment #2026-1*

- d. **Finance Report – (4th Qtr. FY 24-25)**

Presenter: Sonia Johnson – Finance Director

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

Presenter: Randy Swanson – Chair

- f. **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.

Recommended Action: Discuss and provide any guidance.

IV. Board Comments

V. Adjournment