



November 12, 2024 Meeting Minutes

Present:

Nathan Messer

Wendy McMann

Kevin VanHorn

Donnie Lawson

Greg Ballard

Valerie Swack

Amanda Cecil

Katy Moore – Board Attorney

Allyson Gutwein (Executive Director)

Absent:

Matt Gentry

Greg Ballard

Tiffany Stoner

Note: No vacant spots on the board as of May 2024.

Opening of the Meeting:

The Discover Boone County met on November 12, 2024, in the Connie Lamar Room within the Boone County Annex Building. The meeting was called to order by President Nathan Messer at 4:33 p.m.

In the Matter of Public Comments:

No public comment.

In the Matter of Consent Agenda – Director’s Report, Treasurer’s Report and October 2024 Meeting Minutes:

Donnie Lawson made a motion to approve the consent agenda. Motion seconded by Amanda Cecil. Motion carried 6-0.

In the Matter of Old Business:

Attorney update & comment – Name was wrong on the Focus Group contract. The contract stated that “certain fees can be waived” through the non-profit status. Are these fees waived? Some contracts appear to cover bookkeeping, wanted to clarify.

Lost State Board of Accounts email and we need to get that back to file reports.

Building update – Working through some floor matching issues. Should have Certificate of Occupancy in the second week of December.

In the Matter of New Business:

2024 Recap – See attached.

Executive Director Contract Renewal 2025 – Allyson will send her contract to everyone on the board for review. Nathan stated that the salary is the same as when she was hired in April 2023, so this is something to look at. The contract is set up to auto-renew. If anyone has concerns or comments, please email Nathan. The contract will be approved at the December or January meeting.

8% Innkeepers Tax – Currently at 5% would like to move to 8%. Will have to go to Commissioners for approval. It was suggested to Allyson to have letters of support from three of the largest entities in the County.

Co-Working space/rental of offices – Previous Boone County Chamber President spoke with Allyson and Nathan, and they don’t utilize their space the way they need to because they are out more than they are in but they still need office space. They have an interest in possibly letting their building go and renting office space from Discover Boone. Nathan likes the idea of having one or two partners instead of multiple for space rental. The Chamber mentioned that they have a need for a receptionist but maybe only 20 hours a week. Maybe the Chamber and Discover Boone could share employees.

Contracts for 2025 – See attached.

Marketing

Data – Tabled due to time

Building – Tabled due to time

Bookkeeper/Audit - Tabled due to time

Amanda Cecil left at 5:40 pm.

Nathan Mess made a motion to approve the special project. Motion seconded by Wendy McMann. Motion carried 5-0.

With no further business, Nathan Messer made a motion to adjourn the meeting at 5:55 pm. Motion seconded by Valerie Swack. Motion carried 5-0.

Minutes prepared by Lori Rapp