



December 10, 2024 Meeting Minutes

Present:

Nathan Messer

Matt Gentry

Wendy McMann

Kevin VanHorn

Greg Ballard

Valerie Swack

Amanda Cecil

Courtney Darcy - Board Attorney filling in for Katie Sheets

Allyson Gutwein (Executive Director)

Absent:

Tiffany Stoner

Donnie Lawson

Katie Sheets – Board Attorney

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

Opening of the Meeting:

The Discover Boone County met on December 10, 2024, in the Connie Lamar Room within the Boone County Annex Building. The meeting was called to order by President Nathan Messer at 4:31 p.m.

In the Matter of Public Comments:

No public comment.

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

Wendy McMann made a motion to approve the consent agenda. Motion seconded by Amanda Cecil. Motion carried 7-0.

In the Matter of Old Business:

Attorney update & comment – SBOA documents are past due, Katie is working on this. Wendy McMann stated that she submitted 2022 and 2023 documents so that should be all caught up.

Building update – Flooring is in, the coating on the original flooring is peeling. Paint touch-up, cabinets have been installed and counter tops will be soon. Pella doors that were acquired with the purchase of the building are not commercial doors and so crash bars need to be installed. This will be an extra cost of NTE \$30,000. This does not include alley doors which does not need crash bars per the city. Possibly move in mid-January. Additional cabinets are wanted for storage. Waiting on quote. Lowes has a garage cabinet for %500 per cabinet with locks.

Matt Gentry made a motion to approve the increase for the commercial doors. Motion seconded by Amanda Cecil. Nathan Messer abstained from voting. Motion carried 6-0.

Matt Gentry made a motion to approve the change order for the vinyl floor in the kitchen area of the new building. Motion seconded by Valerie Swack. Nathan Messer abstained from voting. Motion carried 6-0.

Wendy McMann stated that there is only \$3,000 in the checking account so she will be moving some money from the money market account to the checking account.

Executive Director Contract Renewal 2025 – The current salary is \$90,000, \$100,000 was budgeted. Nathan Messer suggested giving a raise of \$5,000 and the other \$5,000 would be a possible bonus. Amanda Cecil, Kevin VanHorn and Wendy McMann (if re-appointed) will be the committee to come up with a raise/bonus structure.

Contracts for 2025 -

Marketing –

1. Eclectic \$27,500/yr Wendy McMann made a motion to approve the Eclectic contract for \$27,500/yr. Motion seconded by Amanda Cecil. Motion carried 7-0.
2. Town Post \$13,380/yr Wendy McMann made a motion to approve the Town Post contract for \$13,380/yr. Motion seconded by Amanda Cecil. Motion carried 7-0.
3. Travel Indiana - \$11,170/yr Nathan Messer made a motion to approve the Travel Indiana contract for \$11,170/yr. Motion seconded by Matt Gentry. Motion carried 7-0.
4. Eclincher \$1,990/yr Wendy McMann made a motion to approve the Eclincher contract for \$1,990/yr. Motion seconded by Matt Gentry. Motion carried 7-0.
5. Taste Tour \$3,950 Nathan Messer made a motion to approve the Taste Tour contract for \$3,950. Motion seconded by Wendy McMann. Motion carried 7-0.
6. Stroup Media \$72,600/yr Amanda Cecil made a motion to approve the Stroup Media contract for \$72,600/yr. Motion seconded by Valerie Swack. Motion carried 7-0.
- 7.

Data –

1. Co-Star \$5,196/yr Matt Gentry made a motion to approve the Co-Star contract for \$5,196. Motion seconded by Amanda Cecil. Motion carried 7-0.
2. Zartico \$25,000/yr it was decided to forgo this contract.

Bookkeeper/Audit -

1. Greenwalt \$1,500 - \$2,400/mo
2. Potters \$400/mo
3. Laser \$650/mo

The above three were tabled. Amanda Cecil, Wendy McMann & Allyson Gutwein the finance committee will review.

In the Matter of New Business:

Boone County Solid Waste Grant – Discover Boone County was awarded a \$3,000 grant for the purchase of water stations at the Boone County 4-H.

Sign for Building - Received quote from Mounts for \$4,995. Matt Gentry made a motion to work with Mount Sign to come up with a sign for the new building. Motion seconded by Valerie Swack. Motion carried 7-0.

With no further business, Nathan Messer made a motion to adjourn the meeting at 6:00 pm. Motion seconded by Wendy McMann. Motion carried 7-0.

Minutes prepared by Lori Rapp