

Benton County Tourism and Recreation Corporation

November 17, 2021 – Warsaw Community Building
MEETING MINUTES

Suzie Brodersen
Rick Renno
Dorcas Brethower
Susan Kyle

Luke Johnson
Cathy Beyer
Christine Letcher

Lynette Stokes, Executive Director

Meeting was called to order at 4:04 p.m.

Minutes from September meeting were reviewed and approved and motion was made by Renno and seconded by Beyer to approve minutes as presented. The motion was unanimously approved.

Administrative matters were discussed such as the FY22 budget, which was reviewed by the board as presented by Stokes. Motion was made by Brethower and seconded by Renno to approve the FY22 budget. The motion was unanimously approved.

Brodersen called an executive meeting to discuss Stokes' compensation for FY22. Brodersen recommended increasing the salary to \$55,000 annually and revising the bonus structure. Motion was made by Renno and seconded by Brethower to approve Stokes' compensation structure. The motion was unanimously approved.

Stokes also presented the lodging tax numbers YTD, which are up 21% from 2020. There was a recommendation by Stokes to include a seasonal assistant during the months of March through August due to the high volume of marketing and events, along with activities that tourism is engaging in, including the increase of the marketing budget in FY22 by 42%.

Stokes gave updates on the Profit and Loss Statements for the periods of September 1-30, 2021 and October 1-31, 2021 and the Balance Sheet as of October, 2021. Motion was made for acceptance of the financials by Brethower and seconded by Letcher. The motion was unanimously approved.

Stokes discussed current and past projects and events such as the Boutique Crawl update, Bicentennial celebration, Bicentennial quilt coming to Benton County, Warsaw Walking Tour, Benton County Barn Quilt Trail and the Unity in the Community Forums. There was discussion about a new event for 2022.

There were no new updates for Osage Lakes Greenway.

There was no other business.

The next Commission meeting will be held on **January 19, 2022 at 4pm** at the Warsaw Community Building (Council Chambers).

Meeting was adjourned at 5:13 pm with a motion by Letcher and seconded by Beyer.

A handwritten signature in cursive script, appearing to read "Lynette Stokes", written in black ink. The signature is positioned above a horizontal line.

Lynette Stokes, Executive Director