

Benton County Tourism and Recreation Corporation

November 18, 2025 – Warsaw Community Building Council Chambers
MEETING MINUTES

Suzie Brodersen
JoAnn Lane
Christine Letcher
Brooke Daleske

Lisa Gladston
Cheri Nations
Jessi Kendall
Holly Eierman

Lynette Stokes, Executive Director

Meeting was called to order at 4:01 p.m.

Minutes from September 24, 2025 meeting were reviewed and approved was made by email before this meeting and were unanimously approved.

Administrative matters were discussed such as update on non-paying lodges & short-term rental properties, board member opening and discussion and FY2026 budget discussion was made by Stokes. There was discussion by the board regarding the economy to “budget conservatively” when working on next year’s budget. Stokes said she will try to send out a review of the FY2026 budget by December 1, 2025; in the meantime, if anyone has discussion, Stokes is open to suggestions but she is planning on doing more digital marketing for FY26.

Stokes gave updates on the Profit and Loss Statements for the period of September and October 2025 and the Balance Sheet as of November 17, 2025. Error was made of the reporting date by Stokes and board requested to email a report dated October 1, 2025. Motion was made for acceptance of the financials by Kendall and seconded by Letcher. The motion was unanimously approved. Stokes emailed a revised Balance Sheet to the board on 12/1/25 with the review of the Minutes from November 18, 2025.

2025 projects and highlights were presented by Stokes, including Whiteman Day 2026, FY2026 event updates regarding not holding Harborfest, ArtsFest taken over by the newly formed Benton County Arts Council, Benton County Tourism study/focus groups, and marketing updates on digital and print advertising efforts to-date since last meeting in September. The board had several questions for Stokes and Madden Media about the reporting, which Stokes will update on via email when she receives the answers.

There was discussion mentioned about the Board Member responsibilities and expectations and two examples sent out to the board at the meeting for their review. JoAnn and Jessi offered to draft the first draft and send out to the board for their review before the January meeting.

There was no other business.

The next Commission meeting will be held on **January 20, 2026 at 4pm** at the Warsaw Community Building (Council Chambers).

Meeting was adjourned at 5:08 pm with a motion by Kendall and seconded by Lane.



Lynette Stokes, Executive Director