

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 3:25 p.m. on the 10th day of September, 2018.

MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT TOURISM ECONOMIC DEVELOPMENT AUTHORITY OF September 12, 2018 AT 4:00 PM, Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma

CALL TO ORDER

Chairman Thorpe called the meeting to order at 4:07 p.m. Trustee Reed provided the invocation. A flag salute followed.

INVOCATION/FLAG SALUTE

ROLL CALL

Present:

Trustee Charles Calhoun	Vice Chairman Darrell Mendez
Trustee Destry Hawthorne	Chairman Jim Thorpe
Trustee Janet Reed	

Absent:

Trustee Bert Davison
Trustee Mina Patel

* denotes partial attendance

Chairman Thorpe declared a quorum.

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of August 8, 2018

Approved

Motion was made by Janet Reed and seconded by Darrell Mendez to approve consent item as presented. Motion Passed with the following vote:

Ayes: Calhoun, Mendez, Reed, Thorpe

Abstain: Hawthorne
Absent: Davison, Patel

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

Ken Edelen - He has submitted two grant applications on behalf of the Durant Riding Club. He discussed how the requested funds would be used. He answered questions from the Authority Board. Trustee Reed said the Review Committee will meet and make recommendations to the Authority Board.

4. Administration

- a. Discuss and Consider Approval for Management with Durant Area Chamber of Commerce

Approved

Trustee Reed stated there has been no final plan regarding a contract with the Durant Area Chamber of Commerce, Trustee Reed requested an extension through the month of September 2018. She will be presenting a proposal from the Durant Area Chamber of Commerce at next month's meeting. Vice Chairman Mendez stated a bid packet will be prepared and be offered publicly. Trustee Reed cannot be involved in the preparation of the bid packet since the Durant Area Chamber of Commerce would be a potential bidder.

Motion was made by Darrell Mendez and seconded by Destry Hawthorne to approve management fee to the Durant Area Chamber of Commerce for the month of September 2018 in the amount of \$5,000. Motion Passed with the following vote:

Ayes: Calhoun, Hawthorne, Mendez, Reed, Thorpe

Absent: Davison, Patel

- b. Discuss and Consider Approval for Advertising in Lake Texoma Publication

Approved

Trustee Reed recommended that the Durant Tourism Economic Development Authority/Discover Durant advertise in the annual Lake Texoma publication. She further recommended either the half page vertical or third page horizontal. She stated Durant is already given a 1.5 page editorial at no charge. In return, the Lake Texoma publication is given a page in Discover Durant.

Motion was made by Destry Hawthorne and seconded by Darrell Mendez to approve up to \$2,500 and give Trustee Reed the permission to negotiate prices as needed. Motion Passed with the following vote:

Ayes: Calhoun, Hawthorne, Mendez, Reed, Thorpe

Absent: Davison, Patel

c. Discuss and Consider Approval of Website Cost

Approved

Trustee Reed introduced Chris Pierce, owner of Computer Services, to the Authority Board. Mr. Pierce stated that upon Trustee Reed's request, he registered discoverdurant.com as the domain name. Mr. Pierce stated during the interim time that there is no website, he would take the Discover Durant magazine and convert it into a flippable pdf. Mr. Pierce requested his current bid be closed if the Authority Board is going to advertise for bids for website services in the future. Trustee Reed stated the estimated dollar amount of services requested would not fall within a range that requires it to go out for bid however they would need to get three quotes.

Motion was made by Darrell Mendez and seconded by Destry Hawthorne to approve \$325 to Computer Services for services already rendered as presented. Motion Passed with the following vote:

Ayes: Calhoun, Hawthorne, Mendez, Reed, Thorpe

Absent: Davison, Patel

5. Information Items

- a. Durant Area Chamber of Commerce Activity Report - August/September 2018
- b. Lodging Tax Historical Report

6. New Business

Vice Chairman Mendez - requested the Durant Area Chamber of Commerce put a cover page on their monthly report and number the pages.

Adjournment

Motion was made by Destry Hawthorne and seconded by Charles Calhoun to adjourn meeting. Motion Passed with the following vote:

Ayes: Calhoun, Hawthorne, Mendez, Reed, Thorpe

Absent: Davison, Patel