

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 23rd day of August, 2017 and that an agenda of said meeting was posted at the place of such meeting at 3:55 p.m. on the 13th day of November, 2017.

MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT TOURISM ECONOMIC DEVELOPMENT AUTHORITY OF November 15, 2017 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.

ROLL CALL

Present:

Trustee Charles Calhoun	Vice Chairman Darrell Mendez
Trustee Bert Davison	Chairman Jim Thorpe
Trustee Janet Reed	

Absent:

Trustee Mina Patel

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 Minutes from October 18, 2017

Approved

Motion was made by Janet Reed and seconded by Charles Calhoun to approve consent item with Item 1(a) to be amended to reflect Trustee Hawthorne and Trustee Patel were both absent. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

There were no citizen comments.

4. Administration

- a. Consider Approval of By-Laws of the Durant Tourism Economic Development Authority

City Attorney Tom Marcum is not present at the meeting to respond. The Authority Board has asked the secretary to relay its request to City Attorney Marcum that he provide the Authority with a copy of the proposed by-laws for their review prior to the December 20, 2017 meeting.

- b. Consider Approval of Trust Indenture of the Durant Tourism Economic Development Trust Authority

No Action Taken

- c. Review and Discuss Grant Program Proposal

Trustee Janet Reed addressed the Board and provided them with a rough draft of grant proposal guidelines. Trustee Reed asked for feedback from the rest of the Board as to what needs to be added and what could be taken away. Trustee Reed said she will have another document for review at the next meeting which will include judging criteria.

- d. Consider Approval of Durant Area Chamber of Commerce Proposal for Management Fees

No Action Taken

Savannah Dixon, Treasurer of the Durant Area Chamber of Commerce gave a presentation of the Durant Area Chamber of Commerce Proposal for Management Fees. Vice Chairman Mendez asked that the Durant Area Chamber of Commerce submit a business proposal to the Board. Discussion followed regarding what should be included in the business proposal.

- e. Discuss Selection of Authority Board Member or Members to Attend Trade Shows and Take Possible Action

No Action Taken

Trustee Reed provided the Board with a list of trade shows and some related participation costs for consideration. Discussion followed.

5. Information Items

a. Sub-Committee Monthly Report October 2017

Trustee Reed said the sub-committee met for two hours.

b. Lodging Tax Historical Report - September 2017

Michelle Hall, Assistant City Treasurer, presented the Lodging Tax Historical Report for September 2017.

6. New Business

Adjournment

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

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel