

**Clermont County Convention & Visitors Bureau
March 24, 2015 Board of Directors Meeting**

Call To Order- Chairman Jim Comodeca called the meeting to order at 11:45

Members In Attendance- David Uible, Paul Schmid, Andy Kuchta, Phil Gatch, Brian Wipprecht, Jim Comodeca, and Chris Smith

Minutes of 2-24-15 Meeting- Minutes from the February 24th meeting were distributed, read, and reviewed. Motion to approve these minutes was made by Andy Kuchta, seconded by Brian Wipprecht. Motion passed, minutes approved.

Financials- Though not in attendance, Treasurer Linda Fraley submitted the current financials along with a detailed explanation of her review work on these financials since our last meeting. In order to be in compliance with current regulations, the health care allowance received each month by Director Mark Calitri is required to be booked as compensation rather than part of a benefit package. A motion to re-characterize / rebook this expense in the manner recommended by Treasurer Linda Fraley was made by Andy Kuchta and seconded by Paul Schmid. Motion passed. Balance sheet and income statement information thru February was reviewed by Treasurer Linda Fraley and presented by Mark Calitri. Motion to approve the financials as presented was made by David Uible, seconded by Andy Kuchta. Motion passed.

Expo Center Feasibility Study- Chris Smith provided a brief summary of past site selection considerations for a Clermont County Convention or Expo Center. Director Mark Calitri has met with a couple Clermont County communities that have sites they would like to propose. Mark has also met with site selection / sports / expo center consultants specializing in feasibility studies that purport to do site analysis, event demand analysis, cost and competition study, and provide specific recommendations. Our discussion centered on three possible approaches:

1. Hire a professional site selection firm to do a feasibility study that would include site assessment, competition, demand generators, costs, and operational issues. The CVB would pay for and own this study.
2. Prepare an R.F.P. and submit such to Clermont County Townships and Villages asking them to identify suitable sites within their jurisdictions, state what assistance / support they will (can) provide, and provide proposed operational partnership details from revenue sharing to cost controls, roles, and responsibilities of each party.
3. Wait and respond to inquiries from either private or public sector investors and analyze the opportunity and feasibility on a case by case / site by site occurrence.

The group decided that option three was the most attractive option at this time.

Rowing Update / Capital Allocation- Costs associated with the upcoming U.S. Rowing Championships were reviewed. There is a pressing opportunity to partner with Cincinnati Bell in providing high speed fiber (cable) to the race site for rapid communications and video streaming capabilities. Cincinnati Bell has proposed partnering at a 60%-40% cost sharing with the CVB. Our portion of this cost is \$40,000. After examining all costs budgeted for the regatta, a motion was made by David Uible to re-allocate \$22,000 from a finish line platform, \$5,000 from the mobile storage trailer, and \$10,000 in capital contingency funds, plus \$3,000 of lodging tax revenues coming in from this event in order to provide the \$40,000 match monies needed by Cincinnati Bell in order to commence installation in time for the July 14th to 19th event. Starting line platform, storage facilities, and select costs that might have been capital expenditures can be rented for this first event and treated as operational expenses. Motion was seconded by Phil Gatch. Motion passed.

February Hotel Activities- Brian Wipprecht reported that REV-PAR was up slightly for the Clermont County hotels while occupancy was down slightly due to weather related issues. Brian also reported that Home Wood Suites was sold to new ownership MCR Properties.

Executive Director's Report & Sales Activity- Mark Calitri reported that the Kings Hammer Soccer fields would commence construction / development first week of April. A ribbon cutting and publicity event is anticipated around April 15th, 16th, 17th. More details to follow on this. The CVB has secured two more Geo-caching events.....one for New Richmond and another one at Harsha Lake, Eastfork State Park. Jim Barger continues to pursue more sports events at all available Clermont County venues. The wakeless boats for the U.S. Rowing event will be arriving March 31st. They will be stored at Eastfork Ranger Station offices. The 21 Gun Salute Baseball Tournament generating many room nights is scheduled to take place again this year at Teal Town fields May 22nd thru 25th

Clermont Sports Development Corporation- Jim Comodeca reported the establishment of this corporation plus the initial funding of the account along with designation of officers & signers.

Repairs on CVB Building- Mark Calitri reported that as a result of snow and ice damage this winter, the CVB building was in need of roof, gutter, and chimney repair work. Estimates were obtained and presented to the board. The amount of the repair work is \$4,150. A motion to authorize Mark Calitri to make these repairs was made by Paul Schmid, seconded by David Uible. Motion passed.

Adjournment- There being no further business, Chairman Jim Comodeca adjourned the meeting at 1:10 P.M.

Signed



Date

5/26/15