

**Town of Blowing Rock
Tourism Development Authority
Minutes – June 30, 2011**

The Town of Blowing Rock Tourism Development Authority met on Thursday, June 30, 2011 at 2:00 p.m. in a special meeting at Town Hall. Present were Chairperson Kent Tarbutton, Vice-Chair Rob Dyer, Authority members Phil Pickett, Dean Bullis and Leann Mattar, and Ex-officio members Scott Hildebran and Nicole Norman.

Executive Director Tracy Brown was also present.

Call to Order

Chairperson Tarbutton called the meeting to order and welcomed the Authority members. He stated the purpose of the meeting was to discuss a FY 2010-11 year-end budget adjustment.

Budget Amendment

Chairperson Tarbutton stated Finance Officer Nicole Norman had distributed a year-end closeout budget amendment for Board consideration. The amendment allocates an additional \$2,000 to Administration and an additional \$23,000 to Direct Tourism Promotion increasing Room Occupancy Tax Receipts revenue by \$25,000. (**Attachment #1**) Ms. Norman reminded the Authority of two budget-related items from earlier in the fiscal year – Special Event funding inadvertently omitted out of the FY 2010-11 Budget and the funding for ½ the costs of an Event Planner in cooperation with the Chamber of Commerce that would be covered by the amendment.

After a brief discussion, motion of Member Pickett and second by Vice-Chair Dyer, the Authority approved the budget amendment as presented. Motion unanimously approved.

Other

Mr. Hildebran informed the Authority, due to a clerical error by a former payroll administrator, the health insurance deduction for dependent coverage for Mr. Brown was incorrect in the past fiscal year resulting in an approximate \$450 shortfall. Based on the fact the premium shortfall was of no fault of Mr. Brown, he recommended that the TDA consider covering the cost.

Chair Tarbutton noted that Mr. Brown had not received any pay increase the last several years due to the economy and that he concurred with the recommendation.

After a brief discussion, motion of Vice-Chair Dyer and second by Member Mattar, the Authority approved covering the shortfall (approximately \$450) for the health insurance deduction for Mr. Brown's dependent coverage. Motion unanimously approved.

Chair Tarbutton stated that the next regular meeting of the Authority was next Tuesday July 5, 2011 at 3:30 p.m.

Executive Director Brown and Chair Tarbutton informed the Authority of the High Country Host Annual meeting to be held this evening at Chetola Resort at 5:30 p.m. and that all are invited.

Adjournment

With no further business, Chairman Tarbutton adjourned the meeting at 2:20 p.m.

Kent Tarbutton, Chairperson

Scott E. Hildebran, Secretary

Attachment

#1 – FY 2010-11 Budget Amendment