

Town of Blowing Rock

Tourism Development Authority

Minutes – July 1, 2005 (Recessed from June 30, 2005)

The Town of Blowing Rock Tourism Development Authority met on Friday, July 1, 2005 at 9:00 a.m. in a continuation of a recessed meeting from June 30, 2005. Present were Chairperson Bernard Keele, Authority members Phil Pickett and Keith Tester, and Ex-officio members Scott Hildebran and Margaret Pierce. Assistant Executive Director Lindsay Galvin was also present.

Vice-Chair Kent Tarbutton had a previous commitment, but was enroute to the meeting. Member Lynn Drury was out of town.

Call to Order

Chairperson Keele called the meeting to order and welcomed the Authority members.

He announced that Executive Director Susan Freshcorn has submitted to the Authority her resignation effective June 30, 2005.

Transition Plan

Chairperson Keele welcomed Assistant Director Galvin to the meeting and a discussion began on the ongoing operations of the Visitor Center during this transition period.

The Authority discussed –

- Staffing level, paid and volunteers
- Orientation program for staff
- Telephone system set-up
- Visitor fulfillment process and needs: - Maps and Brochures inventory
 - Postage and Copying
 - Restaurant and Lodging inserts
- Web site status
- Advertising schedule development

It was the consensus that Authority members accept TDA liaison responsibilities as follows:

Operations – Chairperson Keele and Member Tester

Lodging Issues – Member Pickett and Vice-Chair Tarbutton

Advertisement & Web Site – Vice-Chair Tarbutton and Member Drury

Vice-Chair Tarbutton arrived at the meeting.

Authority members then distributed contact information with Ms. Galvin.

With the upcoming departure of Intern Amanda Fife due to internship completion, the Authority requested that Ms. Galvin contact Appalachian State University in regards to pursuing intern recruitment.

Assistant Director Galvin departed the meeting.

Closed Session

Upon motion of Vice-Chair Tarbutton and second by Member Tester, the Authority convened at 10:25 p.m. in closed session pursuant to - N.C.G.S. 143.318.11 (a)(6) for discussion of personnel issues.

At the conclusion of the discussions, the closed session was adjourned at 10:35 a.m.

Other

The Authority agreed by consensus to authorize Vice-Chair Tarbutton to negotiate with a Visitor Center consultant to assist in the interim operational period for up to \$25.00/hour.

After a brief discussion, motion by Member Tester and seconded by Member Pickett to appoint Lindsay Galvin as Interim Executive Director and increase the salary of Ms. Galvin and Marcia Vaughan, PT – Information Specialist by \$1.00/hour during the interim period. Motion unanimously approved.

Adjournment

With no further business, motion by Member Tester and seconded by Member Pickett to adjourn the meeting. Motion unanimously approved. Chairperson Keele adjourned the meeting at 10:40 a.m.

Bernard Keele, Chairperson

Scott E. Hildebran, Secretary