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DURHAM

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BY:.....

MINUTES

DURHAM CONVENTION & VISITORS BUREAU
TOURISM DEVELOPMENT AUTHORITY MEETING
TUESDAY, JUNE 28, 2016, 3:00 PM

BOARD PRESENT

Summer Bicknell
Patrick Byker
Lois Deloatch

Monica Edwards
Fred Foster, Jr.

Craig Spitzer
Caesar Swift

BOARD ABSENT

Cora Cole-McFadden (excused)
Deanna Crossman (excused)

Bill LeFevre (excused)
Seth Jernigan (excused)

STAFF PRESENT

Shelly Green

E'Vonne Coleman

Kim Conder

At 3:05 p.m., Chair Summer Bicknell called the meeting to order. The Board took the following actions:

- Voted to approve the minutes of the May 24, 2016 meeting (attached.)
- Opened the public hearing on the 2016-17 Budget. With no guests wishing to speak, the public hearing was closed.
- Voted to adopt the FY 2016-17 Budget (attached).
- Voted to accept the Financial Status Report as of May 31 (attached.)
- Discussed Occupancy Tax projections and voted to approve a Budget Amendment for the 2015-16 Budget (attached.)
- Reviewed, discussed and accepted the Presidents Progress Report.
- Voted to elect the following officers for 2016-17
 - Monica Edwards, Chair
 - Seth Jernigan, Vice Chair
 - Craig Spitzer, Secretary-Treasurer
 - Summer Bicknell, Immediate Past Chair
- Voted to authorize opening a savings account at BB&T.
- Voted to approve bank resolutions and signature cards for new officers.
- Discussed the revised Personnel Policy Manual and deferred action until the next meeting.

The meeting was adjourned at 4:05 p.m.

Respectfully Submitted,

Seth Jernigan, Secretary/Treasurer