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BY:



DRAFT MINUTES

DISCOVER DURHAM
TOURISM DEVELOPMENT AUTHORITY MEETING
TUESDAY, AUGUST 27, 2019, 3:00 PM

BOARD PRESENT

Patrick Byker
Aubrey Zinaich
Ron Hunter

Monica Edwards
Craig Spitzer
Caesar Swift
Javiera Caballero

Seth Jernigan
Lois Deloatch

STAFF PRESENT

Shelly Green

Parmod Chandna

Susan Amey

E'Vonnie Coleman

At 3:03 p.m. Chair Lois Deloatch called the meeting to order. The Board took the following actions:

- Voted to approve the minutes of the June 25, 2019 meeting.
- Voted to approve the financial status reports as of June 30, 2019, and July 31, 2019.
- Reviewed financial policies in anticipation of communications from auditors.
- Signed annual conflict of interest form.
- Reviewed, discussed, and accepted the president's progress report.
- Discussed board recruitment and transition of seats that will occur in October.
- Reviewed proposed board retreat objectives and agenda.
- Board agreed to complete board assessment survey. Staff will solicit input from up to ten former board members.
- Initiated annual CEO evaluation with instructions to complete an online survey by Monday, 9/9/19.
- At the close of the formal meeting board members moved off site to have the annual board photo taken.

The meeting was adjourned at 4:25 p.m.

Respectfully Submitted,

Aubrey Zinaich, Secretary/Treasurer

DISCOVER DURHAM
212 W Main Street, Suite 101
Durham, NC 27701

TF: (800) 446-8604
W: discoverdurham.com