

MINUTES

Durham Convention & Visitors Bureau
Tourism Development Authority Meeting
101 East Morgan Street
Tuesday, August 28, 2012, 3:00 PM

Summer Bicknell
Cora Cole-McFadden
Deanna Crossman
Wib Gulley

Board Present

Brenda Howerton
Ron Hunter
Bill LeFevre

Scott Selig
Mary Simpson
Carl Webb

Board Absent

Newman Aguiar

Staff Present

Shelly Green

E'Vonne Coleman-Cook

Guests

Rosemarie Kitchin, Convention Center Authority
Michael Landguth and Teresa Damiano, Raleigh-Durham International Airport

At 3:10 p.m., Chairman Wib Gulley called the meeting to order. Newman Aguiar was excused for business reasons. The Board took the following actions:

- Reviewed, discussed and accepted the Presidents Progress Report (attached).
- Voted to approve the minutes of the June 26, 2012 meeting (attached).
- Voted to accept the Financial Status Report as of June 30 & July 31, 2012 (attached).
- Heard remarks from invited Guest, Michael Landguth and Teresa Damiano, Raleigh-Durham International Airport
- Approved a resolution from M&F Bank to authorize wire transfer agreements. This is now an annual requirement of M & F Bank and is incumbent on using the controls in place as per the Financial Policy.
- Voted to authorize the President to send a letter of support for the Durham-Orange Light Rail Transit Project (attached).
- Received an update on legislative and administrative issues regarding ownership of 101 East Morgan Street.
- Reviewed, discussed and voted to approve the recommendations from the CEO Evaluation Committee (attached). Requested staff review evaluation forms used for other public officials in the future.
- Commended the CEO for her participation in the CEO Sleep Out, a United Way fundraising event for homelessness.

The meeting was adjourned at 4:30 p.m.

Respectfully Submitted,



Deanna Crossman
Secretary/Treasurer