

Visit Cheyenne/DDA June Board Meeting Minutes
Wednesday, June 15, 2022 11:30 a.m. Meeting
2nd Floor Board Room Cheyenne Depot

Board Members: Wendy Volk, Chairman; Andrea Allen, Vice Chairman; Chad Brown, Treasurer; Judy Johnstone; Stephanie Reece; Tony O'Brien; Katherine Brady; Bruce Heimbeck; Craig Kerrigan; Anthony Ortiz

Ex-Officio: Linda Heath, Laramie County Commissioner

Staff: Domenic Bravo; Haylee Chenchar; Jim Walter

Other: Tom Seagrave, City Council Member

I. Call to Order

The meeting was called to order by Chairman Volk at 11:33am on Wednesday, June 15th.

II. Approval of April Meeting Minutes

It was moved by Tony O'Brien and seconded by Judy Johnstone to approve the DDA/VC April Board Meeting Minutes as presented. Motion passed unanimously.

III. Approval of Vouchers

Domenic Bravo provided a brief overview of the DDA/VC voucher report. It was moved by Judy Johnstone and seconded by Anthony Ortiz to approve the voucher report as presented. Motion passed unanimously.

IV. Approval of Financials

Domenic Bravo provided a brief overview of the financials for Visit Cheyenne and the DDA. It was moved by Judy Johnstone and seconded by Stephanie Reece to approve the financials as presented. Motion passed unanimously.

V. Visit Cheyenne and Industry Performance Figures

Domenic Bravo and Tony O'Brien provided a brief report on the Industry Performance Figures for Visit Cheyenne.

VI. New Business

A. FY23 Budget

Domenic Bravo presented the FY23 Budget Draft for Visit Cheyenne/DDA. It was moved by Judy Johnstone and seconded by Tony O'Brien to approve the FY23 Visit Cheyenne/DDA Budget as presented. Motion passed unanimously.

B. Depot Rent: Pay in Advance

Domenic Bravo presented the Depot Lease 3-Year Rent Proposal for Visit Cheyenne office space. It was moved by Judy Johnstone and seconded by Craig Kerrigan to approve the 3 year lease proposal for Visit Cheyenne. Motion passed unanimously.

C. WSGA National Convention and Trade Show Payment Proposal

Domenic Bravo presented the Livestock Trade Show Event Proposal for Visit Cheyenne to cover the event expenses up front and obtain reimbursement from income generated from the event. No motion was necessary

D. One Year Anniversary VC/DDA Merger

Domenic Bravo provided a brief overview of the past year for the DDA/VC merger and asked the board to consider what the partnership between the organizations will look like moving forward. It was commented that communication of duties between organizations is essential moving forward, especially with upcoming special election ballot initiatives. No motion was necessary.

VII. CEO Report

Domenic Bravo provided a brief CEO report to the Board.

VIII. Executive Session

It was moved by Tony O'Brien and seconded by Anthony Ortiz to adjourn into Executive Session at 1:09pm for personnel purposes. Motion passed unanimously. It was moved by Chad Brown and seconded by Tony O'Brien to adjourn from Executive Session into the VC/DDA Board Meeting at 1:25pm. Motion passed unanimously.

It was moved by Chad Brown and seconded by Tony O'Brien to approve the CEO's Performance Evaluation for Visit Cheyenne/DDA as presented. Motion passed unanimously.

IX. Adjournment

The meeting was adjourned by Chairman Volk at 1:26pm.