

**Latimer County Tourism Trust Authority (LCTTA) Board Meeting  
Minutes of September 11, 2015**

The LCTTA Board met September 11, 2015 at the Chamber of Commerce Meeting Room. The meeting was called to order at 9:35am by Chairman Mooney. Roll call indicated all Board members are present. Also attending were Executive Director (Dir) Tamra Tilley and Clerk Lori Chrestman.

**3. Adoption of Agenda:**

Rep Thomson made the motion to adopt the agenda which was seconded by VC White.

The vote taken:

CH Mooney Yes VC White Yes Ms. Thomson Yes Ms. Juarez Yes Ms. Mings Yes

The motion passed.

**4. Approval of July 10, 2015 Minutes:**

Rep Juarez moved to approve the July 10, 2015 LCTTA Board Meeting Minutes and CH Mooney seconded the motion.

The vote taken:

CH Mooney Yes VC White Yes Ms. Thomson Yes Ms. Juarez Yes Ms. Mings Abstain\*

The motion passed.

*\*Ms. Mings was absent from the July 10 meeting.*

**5. Approval of August 14, 2015 Minutes:**

Rep Juarez moved to approve the August 14, 2015 LCTTA Board Meeting Minutes and Ms. Mings seconded the motion.

The vote taken:

CH Mooney Abstain\* VC White Yes Ms. Thomson Yes Ms. Juarez Yes Ms. Mings Yes

The motion passed.

*\*CH Mooney was absent from the August 14 meeting.*

**6. Financial Report:**

A. Dir Tilley stated she received a check for \$1000 from KOCO as payment was sent to the wrong business due to a switched purchase order number. The matter has been corrected.

B. Dir Tilley discussed an open purchase order (PO) to Mr. Sockey for \$500. She paid an invoice for \$260 to him, but has not received an invoice for \$500.

*VC White: The \$500 PO is payment for his "fixing snafus from problems."*

Dir Tilley stated she created a PO for the invoice for \$260; but will verify he has sent and we have received all invoices for his work.

*CH Mooney: There will be an additional invoice received for his end-of-year maintenance charge.*

Dir Tilley stated she will leave the \$500 PO open for now.

C. Rep Thomson asked if PO 170 to Kiamichi Country was really for Choctaw Country. Dir Tilley stated it was for Choctaw Country as she had not updated the PO for the name change. The PO is for LCTTA membership dues. She asked if Rep Thomson could request Choctaw Country to submit an invoice as she has requested it several times, but has not received one.

D. Dir Tilley discussed the PO for “Maddi and Alaska, Inc”. Mr. Johnson requested a check be available to pay them the day of the performance. She stated previous payments were made after the event, so she did not know how to respond. It was determined an invoice would be required after the event before payment was made.

E. Dir Tilley asked if the BMI annual membership fee could be paid upon receipt of invoice or if it had to be voted on by the Board. VC White stated that as the Board had discussed and approved a motion to pay for the membership, the invoice can be paid when received.

F. Dir Tilley stated she has an invoice for \$75 to StitchNStuff and is not sure which event it is for. After a discussion it was determined it possibly was for the Belle Starr Festival and the committee POC, Debbie Vega, will be contacted for verification.

The Financial Report was accepted as presented.

#### 6. Public Comment:

Dir Tilley stated the Oklahoma Performing Arts is on the 19<sup>th</sup> and should be a good event.

Dir Tilley stated Main Street Week will be celebrated 20-15 Sep with Appreciation Day celebrated 25 Sep with free hamburger lunch for the community, 11am to 1pm at Huskin’s Drug.

VC White stated the County Fair is a 2-day event and attendance has really dropped. A discussion followed reference the lack of participation with the following comments stated:

- McCurtain County Fair is 4 days long and well attended, “big deal”.
- Latimer County is missing out on opportunity.
- Past popular events should be added like pie eating contest, pet show, beauty contest.
- Could be tied to this generation/parents’/students’ apathy.
- Could be due to so many activities/over involvement with other events.
- May be a cycle: this downward cycle has been 6 years so far.

*VC White: Red Oak’s event was dying and state funding was drying up, but brought back the attendance thru popular events and using the 4H Director Tony Johnson experience, enthusiasm, and influence. However, when his job goes away, the city, state, and federal funding dry up.*

Rep Thomson stated he has written a letter to the newspaper editor discussing littered trash and how it impacts our economy. He picks up littered trash every day as he walks throughout the town. He’s hoping “the squeaking wheel gets results” will be true and he will see an attitude change in our residents and their littering.

*VC White: Red Oak has the same problem. We have 75 letters going out to Red Oak property owners asking them to clean up their property.*

Dir Tilley stated she has become aware that our young people are leaving town to have a place to gather, to socialize. Wilburton needs a local place for them to “hang out”. With a new business coming in to occupy the ALCO building, that parking lot issue will go away.

#### 7. Discussion and Possible Action Concerning Web Advertising:

CH Mooney stated each member should occasionally check out the website to notice both positive facts as well as to be a second set of eyes to keep it accurate.

## **8. Discussion and Possible Action Concerning Grant Applications:**

**A. CH Mooney stated there are no new Grant Applications to review.**

**B. Ch Mooney state she had met with Robbers Cave State Park (RCSP) reps Aron Maib and Jimmy Elder reference the Performance Arts event on 19 September. RCSP has donated/compted room for no charge for the past 3 years of the event. As our LCTTA goal is to bring in “heads & beds”, the Board should “look carefully” at next year’s grant application from the Performing Arts organization.**

*Dir Tilley: We should suggest he apply to state or the local arts council for funds.*

*CH Mooney: The state requires 60 days in advance, and the Arts Council requires 30 days advance notice. The important factor is LCTTA cannot keep expending dollars with no return. Our funds are low and our resources are limited.*

## **9. Old Business:**

**A. Status of Financial Audit:**

**Dir Tilley stated there is no updated information, but she will actively pursue obtaining a scheduled date.**

**B. Status of Chamber of Commerce Sign Project:**

**Ms. Mings stated there is no change in the status.**

*VC White: Don't the parliamentary procedures state a length of time an item may be listed on the agenda?*

*CH Mooney: We will have Clerk Lori Chrestman look that fact up for the next meeting.*

## **10. New Business:**

**A. VC White stated she will not be available for the October Board Meeting as she will be out of town. CH Mooney reminded the members that a proxy is only necessary if there will not be a quorum at the meeting.**

**B CH Mooney stated she had received a call from Ruth Brelsford, Latimer County Arts Council (LCAC). The Council has public events approximately 3 times a year which normally are presented at the Presbyterian Church. They want to use the RCSP amphitheater for a performance at the Fall Fest. They are requesting donations rather than a stated charge to pay the performers. Call was to request information about insurance.**

*VC White: The Red Oak attorney told us that any event sponsored by the City Council was covered by City insurance. Since this event is at RCSP, the insurance should be “piggybacked” with Fall Fest insurance.*

*CH Mooney: BMI pays the royalties for all performers. But the RCSP insurance is weird; the park events are covered, but events not presented thru them are not.*

*Rep Thomson: That is a question that needs to be asked as each policy has different riders.*

*CH Mooney: I will call the Main Street insurance to see what is covered. We also might look at carrying umbrella insurance for events.*

*Rep Thomson: Since LCTTA is under the City, events may be covered by them.*

*Dir Tilley: I will talk to Leigh at the County about both the insurance and the audit scheduling.*

*VC White: If LCTTA had umbrella insurance, Fall Fest would not need insurance because LCTTA is sponsor for Fall Fest; that would save them lots of dollars.*

C. CH Mooney stated the Board needs to determine if it should purchase a stage for use at Latimer County events. A discussion followed concerning size, where to store, what policy would need to be developed, what properties are needed (electricity, plug ins, hydraulic lift, etc.), and cost of building compared to direct purchase.

*CH Mooney: VC White. I am putting you in charge of the research. VC White stated she agreed.*

*Mr. Thomson: Would this be a project for the Talihina VoTech? Or perhaps the Panola High School?*

*Dir Tilley: If it were a high school project, it could be entered into the fair!*

CH Mooney reviewed the assignments from this Board meeting:

CH Mooney: Ask Main Street: Umbrella Insurance Coverage for Events

VC White: Research details on Stage Acquisition

Dir Tilley: Schedule Audit

Ask County Clerk: Insurance Coverage for Events

Clerk Chrestman: Research Agenda Item: Length/Times Allowed to Remain

**11. Adjourn:**

VC White moved to adjourn the meeting and Rep Thomson seconded the motion.

The vote taken:

CH Mooney Yes VC White Yes Ms. Thomson Yes Ms. Juarez Yes Ms. Mings Yes

The motion passed.

The Chairwoman adjourned the LCTTA Board Meeting at 10:35am.

The next meeting is scheduled for October 9, 2015, 9:30am, at the Wilburton Chamber of Commerce.

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Maryellen Mooney, Chairwoman

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Jodie White, Vice Chairwoman

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Bernice Thomson, Proxy for  
Wade Thomson, District 2

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Melissa Juarez, District 3

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Mae Mings, Secretary/Treasurer