



Rock Falls Convention and Visitor Bureau [Tourism] Minutes

Date: 1/17/2008 Time Meeting Started: 1830 Time Meeting Ended: 1940 Place: RFCVB office

RFCVB Board Members			
Pam Erby	x	Connie Selmi	
Sally Scanlan		Susan Boyd	x
Pat Stachowiak	x	Glen Kuhlemier	x
Also in Attendance			
Megan Mertes	x		

Issue	Discussion	Conclusion
Minutes	<ul style="list-style-type: none"> Motion to approve minutes of December 19, 2007 by Kuhlemier and seconded by Boyd 	<ul style="list-style-type: none"> Motion carried
Financials	<ul style="list-style-type: none"> Motion to forward December 2007 financials to auditor for review by Boyd and seconded by Kuhlemier 	<ul style="list-style-type: none"> Motion carried
Legal Issues M. Mertes	<ul style="list-style-type: none"> RFCVB Bylaws: Revisions reviewed. Add board members must attend 60% of meetings. Tax Agreement: Previously sent to city attorney Reese and, after reviewing, sent by-laws for city council to review. Kuhlemier states they will be on February 5, 2008, council agenda. Lease Agreement: Change term dates to April 1, 2008 and ending March 31, 2011 at a rate of \$12,000 to be paid yearly. 501[c][6]: Will be filed once all required documents are completed and approved by RFCVB and Rock Falls City Council. 	<ul style="list-style-type: none"> Mertes will e-mail Erby discussed revisions and Erby will forward to Kuhlemier and Mayor Blanton to take to council for review
Old Business:	<ul style="list-style-type: none"> Banners: Kuhlemier reported city council reviewed proposed new design. Our Reps, Scanlan and Boyd, were not contacted to participate in this meeting, therefore they had no report. Signage: Tabled. Our reps, Scanlan and Boyd, were to contact to meet with the Mayor, City and Chamber. No meeting was called as of this date. Erby expressed a concern that these two meetings were to come up with some dollar figure for the Tourism for budgeting purposes. Will see where they are in February. 	
New Business	<ul style="list-style-type: none"> I-88 and -I39 Billboard Contract: Contract is up for renewal. Motion by Kuhlemier to approve renewal cost of \$1250/month for a total of \$15,000 and seconded by Boyd. I-88 [eastbound on [S] near P'Town Exit: Discussed feasibility of obtaining if and when it becomes available. I-88 Billboard between Rts. 30 and 40: Contract will not be renewed as board determined it was not advantageous to attract traffic to Rock Falls Proposed RFCVB 2008 Meeting Dates: Motion by Kuhlemier and seconded by Boyd to approve dates presented. Review forms/guidelines for organizations to request tourism funding grants: Forms approved. Board Member Data: Reviewed for completeness and approved data Bookcases for RFCVB Office: Erby will obtain proposal RFCVB Budget: Erby will build first draft and bring to next meeting to review. 	<ul style="list-style-type: none"> Motion carried. Erby will explore process to update contents Erby will contact Turnroth to express RFCVB interest. Erby will contact Turnroth and cancel contract Motion to approve meeting dates carried.
Adjournment	<ul style="list-style-type: none"> Motion to adjourn at 1940 by Boyd and seconded by Kuhlemier 	<ul style="list-style-type: none"> Motion carried

Submitted by Patricia Stachowiak, Secretary