

## **Tourism Advisory Board Meeting/ Meeting Agenda**

Monday, November 7, 2005 – 8:15 a.m.

**Meeting Call to Order:** Marilyn Josephson – called meeting to order at 8:30 a.m.

**Roll Call:** Present - Marilyn Josephson, Karen Hess, Jeff Butcher, Darsie Culbeck

Absent - Judy Heinmiller

Also Present - Lori Stepansky, Scott Sundberg

**Approval of September Minutes** – Josephson/Hess – motion to approve September meeting minutes carried unanimously.

**Approval of Agenda:** Josephson questioned any changes or additions to agenda, no changes.

**President's Report: Pavilion Project update** – Culbeck presented photos and drawings for the proposed pavilion structure. Culbeck will contact architect in Juneau for creating official drawings.

**Open seats on board** – Josephson, president, stated letters were sent to Shane Horton and Tom Crandall for dismissal. Any potential new board members were encouraged to submit letter of interest to the Mayor via Borough Clerk.

**Old Business: By-Laws** – Stepansky reminded board of notation from the last meeting to speak with the newly elected Mayor Shields about proxy topic for member seats.

**New Business: Haines Corridor Management Plan – RFP** – Stepansky requested board review the CMP and provide letter of support and approval to Assembly and Borough Administration for award at next Assembly meeting. Hess motioned to approve letter of support. Butcher second the motion. Motion passed unanimously.

**Eagle Festival/Scheduling** – Stepansky reported a scheduling conflict for the last night of Eagle Festival and Emblem Club Auction. Creating a position in the tourism department for an Event Coordinator was discussed. Hess motioned the board to write a letter to the Assembly suggesting the creation of a three-quarter time, year-round position for an Event Coordinator. Butcher second the motion. Motion passed unanimously.

**Directors Report: ATIA Marketing Board** – Stepansky reported an invitation to be placed on the ATIA Marketing Board which she declined this year. Stepansky requested board support for her participation. Board unanimously agreed.

**Winter Living Trade Show & Booth** – Stepansky reported on her attendance of the Winter Living Trade Show in Whitehorse. Stepansky requested board support for updating and improving the visitor center trade show booth and features. Board unanimously agreed.

**Map Network/USA Today** – Stepansky reported details of an advertising/promotional opportunity with Map Network and USA Today On-Line. Stepansky indicated plans to move forward with including Haines in this opportunity.

**PC Dock 2006** – Stepansky reported creating a list of improvements of features for the PC Dock in 2006 and working with the Harbormaster to fulfill the efforts.

**Ride Yukon** – Stepansky reported Haines will be included as a pre and post tour package in June, 2006, for the Ride Yukon event in Whitehorse; and as part of a Golden Circle ride event in June 2007.

**NWCA Business Conference** – Stepansky reported on her attendance of the NWCA Business Conference in Seattle.

**Public Comments:** There were no public comments.

**Set Next Meeting Date:** Monday, December 5 – 9:00 a.m.  
Assembly Chambers – Public Safety Building