

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

Monday, December 5, 2005 – 9:00 a.m.

**Meeting Call to Order:** Marilyn Josephson

**Roll Call:** Present - Marilyn Josephson, Judy Heinmiller, Scott Sundberg, Jeff Butcher,  
Darsie Culbeck

Absent - Karen Hess

Also Present - Travis Reid, Lori Stepansky, Shane Roberts

**Approval of November Minutes** - Approved

**Approval of Agenda:** Approved

**President's Report:** Approved

**New Business:**        **Election of Chair and Vice-Chair** – Heinmiller nominated Josephson for Chair, Culbeck second – vote was unanimous for Josephson as Chair. Culbeck nominated Sundberg for Vice-Chair, Butcher second – vote was unanimous for Sundberg as Vice-Chair.

**New TAB member – Scott Sundberg** – (Sundberg was welcomed as new board member during roll call)

**PC Christmas Tree** – Stepansky reported an effort to acquire a tree to be decorated and placed on the PC Dock. Stepansky has communicated with Scott Rossman and the Harbormaster about obtaining and setting up a tree. All board members favored the effort and discussed plans to build on the activity next year.

**Old Business:**        **Pavilion Project update – Darsie** – Culbeck reported AE Rogers in Juneau is working on drawings for the pavilion - \$1500 in funds for drawings was approved by Borough Manager. Drawings should be available to the board by early January. Process will be to present drawings to the Planning Commission then and RFP will be posted for the architectural bid.

**'Event Coordinator' Letter – Marilyn** – Discussion of a letter to be sent to the Assembly requesting consideration of creating an Event Coordinator position resulted in agreement to continue editing the letter. Another draft of the letter will be sent to board members for further input.

**By-laws copy** – Stepansky verified that the final version of the by-laws were emailed and verified that all current board members had a copy.

**Directors Report:**   **Tourism Department credit card** – Stepansky reported that the airline credit card had been established for the tourism department and discussed an example in which it has already been used.

**Eagle Festival** - Stepansky reported registrant numbers for the Eagle Festival.

**Christmas activities – cookie/candy contest** – Stepansky reported that the Visitor Center would be participating in the upcoming weekend Christmas activities by hosting the cookie/candy contest on Friday and the Santa pictures on Saturday.

**Haines Corridor Management Plan** – Stepansky reported that the CMP contract was awarded by the Assembly and has communicated with Chris Myrtl of the contracted company. Stepansky reported Myrtl would be in town during the week of the 12<sup>th</sup> to begin the work and that Aneta Synan would be speaking at the Chamber Luncheon on the 15<sup>th</sup>.

**Yukon resident border crossings** – Stepansky reported the Yukon resident border crossing numbers for the year.

**2005 Travel Writers** – Stepansky reported that the tourism department dealt with 39 travel writers/media for the year and provided a list for board members.

**Public Comments:** None

**Set Next Meeting Date:** Thursday, January 19 – 9:00 a.m.  
  Assembly Chambers – Public Safety Building