

## Tourism Advisory Board Meeting/ Meeting Agenda

Friday, July 25, 2008 – 9:00 a.m.

Meeting Call to Order: Travis Reid

Roll Call: Present - Travis Reid, Judy Heinmiller, Deborah Marshall, Gregg Johnson, Jeff Butcher, John Hunt

Absent - Chris Schelb, Deborah Vogt

Also Present - Lori Stepansky

Approval of June Minutes: Heinmiller motioned to approve; Marshall seconded; all approve.

Public Comments: N/A

Approval of Agenda: Add Pavilion Development to Old Business. All approved.

President's Report: N/A

**New Business:** *Copier Purchase (The lease for the Xerox copier at the Visitor Center expires in August. The machine is old, not functioning in full capacity. Customer service is poor as is acquiring service needed for the copier which is at an additional cost. Tourism Director Lori Stepansky and CFO Jila Stuart have discussed adding the issue to a budget amendment being presented to the Assembly. Stepansky would like to request the board's support for purchase of a new copier through Office Supply Centre in Whitehorse which services the Haines area.)*

Stepansky reported the lease for the Visitor Center Xerox copier would expire in August. Purchase of a copier through Office Supply Centre in Whitehorse would add consistency with Borough equipment and save money in the long run with supplies and service. Stepansky noted a new copier would cost approximately \$12,000 and provide better service and functionality. It was anticipated to be added to a budget amendment to be presented to the Assembly in August. Butcher motioned to send letter of support to the Assembly for amending the budget to purchase a new copier for the Visitor Center; Heinmiller seconded; all approved.

**Old Business:** **Pavilion Development**

Stepansky reported new information of the Lemke property across from the PC Dock now being for sale with the understanding it had been an item on the agenda at the Assembly meeting Tuesday night. Stepansky stated it was her understanding a few Assembly members commented on it but the issue was dropped with no action taken as concerns were expressed regarding property the

Borough already owns and the maintenance issues of these properties. Stepansky also stated it was her understanding the owners of the lot were possibly talking to interested parties in Skagway for purchase of the property. Discussion followed regarding location of the Pavilion project with pros and cons of the potential option across the street.

Stepansky stated she would like to see the Borough purchase the property with intent of putting bathroom facilities on the lot while considering other revenue options and put a covered, sheltered staging area for passengers with a booth for the shore-excursion staff on the dock side.

Butcher motioned for the Tourism Advisory Board to produce an Action Request recommending the Assembly purchase the Lemke lot and establish a historically constructed restroom facility on the lot and a separate covered pavilion waiting area on the dock side. Marshall seconded. All approved. Discussion followed regarding board members and community partners attending the next Assembly meeting if it is successfully added to their agenda.

**Directors Report: Ships of Summer Program**

Stepansky reported acquiring literature for the Ships of Summer Program from Jennifer Schlatter of the ATIA Skagway Chapter and tailoring it with Haines information to implement the program with the school which originally started in Juneau. Stepansky stated summer school teacher Barbara Pardee contact her about any information they might be able to use for kids to learn about the cruise ships and provided her with the Ships of Summer documents. Stepansky stated the literature will also be used for the 5<sup>th</sup> grade class for their September ship tour which is likely to be combined with the Skagway 5<sup>th</sup> grade class.

**Big Brothers/Big Sisters Ship Tour**

Stepansky reported the Big Brothers/Big Sisters group will be having a luncheon in September hosted by the Dawn Princess.

**Scenic Byways – Nomination Process**

Stepansky reported the nomination process to apply for National designation in the Scenic Byways program was confirmed to open up later this year although exact dates have not been announced. Stepansky commented she would do everything possible to complete the process and was currently trying to review the prior application process in order to prepare.

**Set Next Meeting Date: Friday, August 29, 2008 – 9:00 a.m.  
Assembly Chambers, Public Safety Building**