

**Minutes of the September 22nd Regular Meeting of the
TCTDA Board of Directors
Commissioner's Chambers at 101 S. Broad Street, Brevard, NC 28712**

Agenda Item: Call to Order & Welcome:

Chairman Parker called the meeting to order at 8:35 AM.

Chairman Parker recognized Dana Antonuccio in her capacity as the newly appointed member of the Board and the Board welcomed her. The Board also welcomed Virginia Watkins as its newest employee.

Members present were: Layton Parker, Dana Antonuccio, Larry Chapman, Isaac Allen, Aaron Baker.

Members absent were: Jessica Whitmire, Dee Dee Perkins and Ali Lien.

Public Comment:

Chairman Parker opened the meeting for public comment.

Rick Hoke, Transylvania resident, spoke in support of a grant to the Butter Gap Trail Project and spoke of the general benefits of the project as proposed.

There being no further public comment, the public comment period was closed.

Agenda Modifications:

Chairman Parker inquired of the Board whether there were any modifications that needed to be made to the agenda.

Larry Chapman moved to approve the agenda as submitted, seconded by Aaron. All members were in favor of the motion.

Consent Agenda:

Chairman Parker provided an overview of the consent agenda, which contained reports from staff and minutes from the prior meeting.

Aaron Baker moved to approve consent agenda, second from Larry Chapman. All members of the Board were in favor of the motion.

Presentations

Chairman Parker introduced the following presentations:

Financial Reports The board received a financial report from the finance officer for the month ending August 31st, 2022.

General discussion followed concerning the TDA's general fund balance, and the Board's commitment of \$1 million to the Ecusta Trail, as well as the timing of financing projects pertaining to the trail. No actions were taken by the Board.

Aaron Baker moved to accept the report, seconded by Isaac Allen. All members were in favor of the motion and it passed unanimously.

Office/Staff Report:

Clark introduced Virginia Watkins, who was recently hired to serve as the Operations and Outreach Specialist, and provided an update on the timing of the presentation of the Annual Report to the Board of County Commissioners and an update concerning a marketing partnership opportunity presentation that will take place in the coming weeks.

Jessica Whitmire joined the meeting at 8:56 AM.

There was a brief update on outreach projects managed by the Tourism Authority's committees.

No action was taken by the Board.

Old Business

- **Open Positions**

Chairman Parker gave an overview of the open positions, and 2 current applications, for the member at large position that has a January 1 start date.

Additionally, vice chair Dee Dee's appointment expires on Dec 31, and is interested in serving again.

No action was taken by the Board.

New Business

A.) Contracts

Chairman Parker gave an update on the Authority's policies and introduced a discussion of formal procedures regarding the receipt, review and approval of contracts. The Board received a general overview of the various requirements the Authority must follow and the proposed procedures.

The Board held a general discussion about review, adequate checks and balances and historical needs. After general discussion, Larry Chapman moved to approve the proposed procedures as

presented in the form of a resolution, seconded by Aaron Baker. All members were in favor of the motion.

B.) Butter Gap Trail Project Funding Request

Director Clark Lovelace gave an overview of the request from Pisgah Area SORBA for funding to do maintenance and relocation of a trail. These are funds that are matching other grants to assist with financing the project. Larry Chapman inquired of the project's timeframe, the expectation would be that the project would be shovel-ready by March '23.

Motion to approve the appropriation advanced from the Transylvania Always committee, seconded by Larry Chapman. All members were in favor of the motion.

Romantic Asheville Contract

Layton introduced the contract. Aaron Baker moved to approve the contract, seconded by Isaac Allen. All members were in favor of approving the contract.

General discussion followed about Romantic Asheville as a referral partner and prior results of prior contracts followed.

Board Comments

Larry Chapman introduced a brief discussion of the recent advertising that took place during the U.S. Open.

Aaron Baker introduced a brief discussion of the City of Brevard's efforts regarding BrackenFest, and expansion of the Bracken Mountain Preserve.

No action was taken by the Board.

Public Comment:

The Board's meeting was opened for further public comment, no members of the public wished to speak.

Adjournment:

Larry Chapman moved to adjourn the meeting at 9:38 AM, seconded by Aaron Baker. All members present were in favor of the motion.