

MINUTES

BOARD OF TRUSTEES OF THE MUSKOGEE TOURISM AUTHORITY SPECIAL SESSION September 29, 2022

The Board of Trustees of the Muskogee Tourism Authority met in a Special Session at 4:00 p.m., on September 29, 2022, at the Visit Muskogee Office, 216 W. Okmulgee, Muskogee, Oklahoma, with Chair Daniel Chepkauskas presiding.

Call Meeting to Order – Roll Call. (Daniel Chepkauskas, Chair)

The meeting was called to order at 4:00 pm by Chair Daniel Chepkauskas and the roll was called as follows:

Present: Chair Daniel Chepkauskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

Absent: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler

Staff Present: Dr. Jerri Stoutermire, Chief Operating Officer; Jordyn Jorgenson, Tourism Director; John Tyler Hammons, Attorney at Law; Mike Miller, City of Muskogee; John Cruz, Civic Center Manager

Chairman addressed the audience by asking if anyone had any public comments.

Item 1: Consider approval of the August 18, 2022 meeting minutes, or take other necessary action. (Daniel Chepkauskas, Chair)

Motion was made by Trustee Traci McGee, seconded by Secretary/Treasurer Tracy Cole, to approve the minutes for August 18, 2022.

AYE: Chair Daniel Chepkauskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 2: Consider approval of Muskogee Tourism Authority financials and claims for July 2022 & August 2022 (Daniel Chepkauskas, Chair)

Motion was made by Trustee Mike Gragg, seconded by Trustee Traci McGee, to approve the financials and claims for July 2022 and August 2022.

AYE: Chair Daniel Chepkaskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 3: Consider the appointment of Executive Committee's Recommendations to the Tourism Advisory Committee or take other necessary action. (Daniel Chepkaskas, Chair)

Dr. Jerri Stoutermire advised the several applications. The Executive Committee recommends Dr. Ron Ramming, Sharon Ray, and Darren Armstrong be appointed.

Motion was made by Trustee Traci McGee, seconded by Trustee Aanje Wilkerson, to approve the Executive Committee's recommendations.

AYE: Chair Daniel Chepkaskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 4: Consider removal of Sharon Ray as an authorized signer on all Muskogee Tourism Authority banks accounts. (Daniel Chepkaskas, Chair)

Dr. Jerri Stoutermire advised this item is a housekeeping due to Ms. Ray no longer serving as Secretary/Treasurer of the Muskogee Tourism Authority.

Motion was made by Trustee Traci McGee, seconded by the Chair, to remove Sharon Ray as an authorized signer.

AYE: Chair Daniel Chepkaskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 5: Consider adding Tracy Cole as an authorized signer on all Muskogee Tourism Authority banks accounts. (Daniel Chepkauskas, Chair)

Dr. Jerri Stoutermire advised this item is a housekeeping due to Mr. Cole now serving as Secretary/Treasurer of the Muskogee Tourism Authority.

Motion was made by Trustee Traci McGee, seconded by the Chair, to remove Sharon Ray as an authorized signer.

AYE: Chair Daniel Chepkauskas; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

ABSTAIN: Secretary/Treasury Tracy Cole

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 6: Consider approval of the agreement between the Muskogee Chamber of Commerce and the Muskogee Tourism Authority for the use of the “Real Okie” branding. (Daniel Chepkauskas, Chair)

Attorney Hammons explained this agreement will allow both the Muskogee Chamber of Commerce and the Muskogee Tourism Authority to have unlimited use of the “Real Okie” brand as long as that use doesn’t bring shame or dishonor upon Muskogee’s tourism efforts.

Motion was made by Trustee Traci McGee, seconded by Secretary/Treasurer Tracy Cole, to approve the agreement.

AYE: Chair Daniel Chepkauskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 7: Consider approval of the previously submitted August 2022 grant applications requiring additional documentation. (Daniel Chepkauskas, Chair)

Motion was made by Trustee Traci McGee, seconded by Trustee Aanje Wilkerson, to approve the grant application.

AYE: Chair Daniel Chepkauskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 8: Consider a proposal from Tourism Director Jordyn Jorgenson to provide holiday lights and display in the Hunt's Green Space or take other necessary action. (Daniel Chepkaskas, Chair)

Tourism Director Jordyn Jorgenson explain her proposal was to provide a light and display at the Hunt's Green Space as part of the City's Christmas holiday decorations. Ms. Jorgenson estimated total funding necessary for the display would be approximately \$15,000.

Motion was made by Trustee Tracy Cole, seconded by Trustee Tracie McGee, to deny funding the proposal.

AYE: Chair Daniel Chepkaskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion to deny approved.

Item 9: Consider authorizing the Chair to execute a joint agreement with the Bass Masters and the City of Muskogee for the Bass Nation tournament to be held in Muskogee May 3-5, 2022, or take other necessary action. (Daniel Chepkaskas, Chair)

Dr. Jerri Stoutermire advised this item is necessary due to the Muskogee Tourism Authority's request for proposal being accepted by Bass Nation. Attorney Hammons advised the agreement in its current form was not consistent with Oklahoma law and its requires revision.

Motion was made by Trustee Traci McGee, seconded by Trustee Aanje Wilkerson, to authorize the Chair to execute an agreement upon the same being satisfied by legal counsel.

AYE: Chair Daniel Chepkaskas; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Aanje Wilkerson.

NAY: None

OTHER: Vice Chair Evelyn Hibbs; Trustee Sharon Champlin; Trustee Tim Wheeler (absent)

The Chair declared the motion approved.

Item 10: Consider approval of a revised grant application process and procedures and direct that this process be updated in Resolution #2 or take other necessary action. (Daniel Chepkauskas, Chair)

Dr. Jerri Stoutermire advised the staff has worked diligently to provide new guidance to the Tourism Advisory Committee and prospective grantees on the Muskogee Tourism Authority's requirements for grant funding. The Chair thanked all staff involved and requested the board members take additional time to review the same.

The Chair declared no action would be taken.

Item 11: Receive reports from Oxford Productions, Inc. regarding Visit Muskogee Tourism Program and Operation of the Roxy Theater or take other necessary action. (Daniel Chepkauskas, Chair)

Dr. Jerri Stoutermire and Jordyn Jorgenson provided an update to the board on Oxford Productions, Inc.'s activities over the previous months.

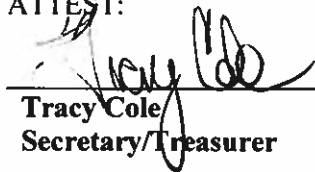
The Chair declared no action would be taken.

There being no other business before the Board of Trustees, the Chair declared the meeting adjourned at 5:14 pm.



Daniel Chepkauskas
Chair

ATTEST:



Tracy Cole
Secretary/Treasurer