

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to committee or the recommending body. Under certain circumstances items are deferred to a specific date or stricken from the agenda entirely.

POSTED JANUARY 24, 2022

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Meeting Date: Wednesday, January 26, 2022; 4:00 p.m.

Location: The Roxy Theater

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaukas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Shlron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

REVISED - AGENDA

Call Meeting to Order – Roll Call

1. Consider approval of the minutes of our November 16 meeting, or take other necessary action. (Daniel Chepkaukas, Chair)
2. Consider approval of financials and claims for Nov 2021, or take other necessary action. (Daniel Chepkaukas, Chair)
3. Consider approval of financials and claims for Dec 2021, or take other necessary action. (Daniel Chepkaukas, Chair)
4. Consider approval of the agreement with the audit firm Morse & Co., to replace Kershaw, CPA, or take other necessary action. (Daniel Chepkaukas, Chair)
5. Consider an amendment of FY "21-'22 Budget, or take other necessary action. (Daniel Chepkaukas, Chair)
6. Consider opening an interest-bearing money market account at Bank of Oklahoma, transferring \$100,000.00 in Visit Muskogee carryover funds to the account, and making the signers the same as the Operating Account, or take other necessary action. (Daniel Chepkaukas, Chair)
7. Consider opening an interest-bearing money market account at American Bank of Oklahoma, transferring \$100,000.00 in Visit Muskogee carryover funds to the account, and making the signers the same as the Operating Account, or take other necessary action. (Daniel Chepkaukas, Chair)
8. Consider approval of the recommendations of the advisory committee, or take other necessary action.

(Daniel Chepkauskas, Chair)

9. 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)

10. Read aloud and consider an amendment to the Bylaws, or take other necessary action. (Traci McGee, Trustee)

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a Purpose: Allow one (1) seat of tourism board to outside of city limits.

b Cannot be voted on until the amendment has "sat" for 30 days c Will require 2/3 vote of the Trustees at the next regular meeting and ultimate approval of the City Council

11. Consider approval of an amendment to Resolution #2, amending the Tourism Advisory Committee, or take other necessary action. (Jordyn Jorgenson, Executive Director - Tourism)

a Purpose: Add two (2) additional seats to the Advisory Committee to increase total seats from five (5) to seven (7).

b May require approval by City Council.

12. Discuss future meeting format and locations, or take other necessary action. (Daniel Chepkauskas, Chair)

13. Consider repeal of Resolutions 3, 4 and 5, or take other necessary action. (Daniel Chepkauskas, Chair)

14. Discuss future meeting format and locations, or take other necessary action. (Daniel Chepkauskas, Chair)

15. Adjourn.

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POSTED FEBRUARY 15, 2022

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust

Date: Thursday, February 17, 2022; 4:00 p.m.

Location: The Three Rivers Museum

220 Elgin Ave, Muskogee

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Shiron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

AGENDA

Call Meeting to Order – Roll Call

1. Consider approval of the January 24, 2022 meeting minutes, or take other necessary action. **(Daniel Chepkaskas, Chair)**
2. Consider approval of the recommendations of the Advisory Committee or take other necessary action. **(Daniel Chepkaskas, Chair)**
3. Receive reports from Oxford Production, Inc.: Dr. Jerri Stoutermire, COO, Jordyn Jorgenson, Director of Tourism, Oscar Ray, Roxy Theater or take other necessary action. **(Daniel Chepkaskas, Chair)**
4. Receive update from Three Rivers Museum. **(Daniel Chepkaskas, Chair)**
5. Discussion and possible vote to authorize the Chair to sign an agreement with Cook Construction for repair of Parking Lot for the approximate amount of \$21,650.00. **(Daniel Chepkaskas, Chair)**
6. Discussion and direction to staff regarding Tourism Office Space and Visitor Center. **(Daniel Chepkaskas, Chair)**
7. Discussion of Advisory Committee Vacancy. **(Daniel Chepkaskas, Chair)**
8. Adjourn

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POSTED: March 15, 2022

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust

Meeting Date: Thursday, March 17, 2022; 4:00 p.m.

Location: Roxy Theater, 220 W. Okmulgee, Muskogee, OK.

To All Members of the Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Shlron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

Agenda

1. Call Meeting to Order – Roll Call
2. Consider approval of the February 17, 2022, meeting minutes, or take other necessary action. **(Daniel Chepkauskas, Chair)**
3. Consider approval of financials and claims for January 2022 or take other necessary action. **(Daniel Chepkauskas, Chair)**
4. Consider approval of financials and claims for February 2022 or take other necessary action. **(Daniel Chepkauskas, Chair)**
5. Consider for approval an amendment to the Bylaws, or take other necessary action. **(Traci McGee, Trustee)**
 - a. Purpose: Allow one (1) seat of tourism board to outside of city limits.
 - b. Action item has met 30 day period. Will require ¾ vote of the Trustees and ultimate approval by City Council.
6. Consider approval of an amendment to Resolution #2, amending the Tourism Advisory Committee, or take other necessary action. **(Jordyn Jorgenson, Executive Director - Tourism)**
 - a. Purpose: Add two (2) additional seats to the Advisory Committee to increase total seats from five (5) to seven (7).
 - b. Action item has also met 30 day period. May require approval by City Council.

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7. Consider approval to add Dr. Jerri Stoutermire, Chief Operating Officer as a check signatory to all Bank Accounts. **(Daniel Chepkauskas, Chair)**
8. Consider approval of the recommendations of the Advisory Committee or take other necessary action. **(Daniel Chepkauskas, Chair)**
9. Receive reports from Oxford Production, Inc.: Dr. Jerri Stoutermire, COO, Jordyn Jorgenson, Director of Tourism, or take other necessary action. **(Daniel Chepkauskas, Chair)**
10. Adjourn

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POSTED: April 4, 2022
NOTICE OF SPECIAL CALL MEETING OF:
Muskogee Tourism Authority Trust
Date: Thursday, April 7, 2022; 4:00 p.m.
Location: Roxy Theater, 220 W. Okmulgee, Muskogee, OK.

To All Members of the Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: ShIron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

Agenda

1. Call Meeting to Order – Roll Call
2. Consider approval of the March 17, 2022, meeting minutes, or take other necessary action. **(Daniel Chepkasuskas, Chair)**
3. Consider approval of a Second Amendment to the Muskogee Tourism Authority Trust Indenture permitting one Trustee to serve without being a resident of the city of Muskogee or take other necessary action. **(Daniel Chepkasuskas, Chair)**
4. Consider and take possible action on Resolution No. 2892 regarding an Amendment to the Muskogee Tourism Authority Plan adopting the revised and restated OkMRF Master Defined Contribution Retirement Plan or take other necessary action. **(Daniel Chepkasuskas, Chair)**
5. Consider approval of the appointment of Maggie Eaton, Human Resource Director for the City of Muskogee, as the Authorized Agent for the Oklahoma Municipal Retirement Fund, replacing former City of Muskogee Human Resources Director, Kelly Cox. **(Daniel Chepkasuskas, Chair)**
6. Adjourn

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POSTED: April 18, 2022
NOTICE OF REGULAR BOARD MEETING OF:
Muskogee Tourism Authority Trust
Date: Thursday, April 21, 2022; 4:00 p.m.
Location: Oklahoma Music Hall of Fame, 401 S. 3rd St., Muskogee, OK.

To All Members of the Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: ShIron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

Agenda

1. Call Meeting to Order – Roll Call
2. Consider approval of the March 17, 2022, meeting minutes, or take other necessary action. **(Daniel Chepkasuskas, Chair)**
3. Consider approval of the April 7, 2022, meeting minutes, or take other necessary action. **(Daniel Chepkasuskas, Chair)**
4. Consider approval of a Second Amendment to the Muskogee Tourism Authority Trust Indenture permitting one Trustee to serve without being a resident of the city of Muskogee or take other necessary action. **(Daniel Chepkasuskas, Chair)**
5. Consider approval of the Advisory Committee recommendations or take other necessary action. **(Daniel Chepkasuskas, Chair)**
6. Receive reports of Oxford Productions, Inc. Board Staff. Dr. Jerri Stoutermire, COO (Roxy updates, Plan Updates) Jordyn Jorgenson, Director of Tourism (Film Friendly Certification, Red Bud Award Submission, Bass Masters RFP) **(Daniel Chepkasuskas, Chair)**
7. Adjourn

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POSTED: May 23, 2022
NOTICE OF SPECIAL CALL MEETING OF:
Muskogee Tourism Authority Trust
Date: Wednesday, May 25, 2022; 4:00 p.m.
Location: Roxy Theater, 220 W. Okmulgee, Muskogee, OK.

To All Members of the Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: ShIron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

Agenda

1. Call Meeting to Order – Roll Call
2. Consider approval of the April 7, 2022, meeting minutes, or take other necessary action.
(Daniel Chepkasuskas, Chair)
3. Consider approval of financials and claims for March 2022 or take other necessary action.
(Daniel Chepkasuskas, Chair)
4. Consider approval of financials and claims for April 2022 or take other necessary action.
(Daniel Chepkasuskas, Chair)
5. Consider approval of the Advisory Committee recommendations or take other necessary action. **(Daniel Chepkasuskas, Chair)**
6. Receive Reports from Staff: Dr. Jerri Stoutermire, COO, Jordyn Jorgenson, Director of Tourism.
7. Adjourn

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POSTED June 21, 2022

NOTICE OF SPECIAL CALL MEETING: Muskogee Tourism Authority Trust

Meeting Date: Thursday, June 23, 2022 4:30 p.m.

Location: The Roxy Theater – 220 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Shlron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

AGENDA

Call Meeting to Order – Roll Call

1. Consider approval of the May 25, 2022 meeting, or take other necessary action. (Daniel Chepkasuskas, Chair)
2. Consider approval of financials and claims for May 2022, or take other necessary action. (Daniel Chepkasuskas, Chair)
3. Consider approval of report from the audit firm Morse & Co. regarding the '20-'21 annual audit, or take other necessary action. (Daniel Chepkasuskas, Chair)
4. Consider authorizing Morse & Co. to perform the '21-'22 audit , or take other necessary action. (Daniel Chepkasuskas, Chair)
5. Consider reappointment of Daniel Chepkasuskas as Board Chair, or take other necessary action.
6. Consider reappointment of Evelyn Hibbs as Board Vice Chair, or take other necessary action. (Daniel Chepkasuskas, Chair)
7. Consider appointment of Secretary/Treasurer Officer, or take other necessary action. (Daniel Chepkasuskas, Chair)
8. Consider advisory committee appointments, or take other necessary action. (Daniel Chepkasuskas, Chair)
9. Consider approval of the recommendations of the advisory committee, or take other necessary action.

10. Consider approval of sponsored support, to purchase glasses with an approximate cost of \$1300.00 for the WISH Glasses/Flavors of Oklahoma event. (Daniel Chepkas, Chair)
9. Discuss and take possible action on Reports from Oxford Productions, Inc. regarding Visit Muskogee Tourism Program and Operation of the Roxy Theater, or take other necessary action. (Daniel Chepkas, Chair)
10. Consider approval of FY 22'-23' budgets or take other necessary action. (Daniel Chepkas, Chair)
11. Discuss and take possible action on the future Tourism office space located at 216 W. Okmulgee. (Daniel Chepkas, Chair)
12. Discuss future meeting format and locations, or take other necessary action. (Daniel Chepkas, Chair)
13. Adjourn.

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Muskogee Tourism Authority Trust Meeting Date: Thursday, July 21, 2022;

4:30 p.m.

Location: The Muskogee Civic Center – 425 Boston St. Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Shiron Ray		Trustee: Jaime Stout	
Trustee: Tracy Cole		Trustee: Aanje Wilkerson	
Trustee: Sharon Champlin		Ex-Officio Non-Voting Member: Mike Miller	

AGENDA

1. Consider approval of the June 23, 2022 meeting, or take other necessary action. (Daniel Chepkauskas, Chair)
2. Discuss and take action to authorize the submission of a bid to serve as championship host of the NJCAA Region Championship basketball tournament for 2023-2026, including a financial commitment, as well as establish and populate a Host Committee to perform the duties as required by the bid solicitation.(Daniel Chepkauskas, Chair)
3. Consider approval of the advisory committee application form or take other necessary action. (Daniel Chepkauskas, Chair)
4. Consider approval of the recommendations of the advisory committee, or take other necessary action (Daniel Chepkauskas, Chair)
5. Discuss and take possible action on Reports from Oxford Productions, Inc. regarding Visit Muskogee Tourism Program and Operation of the Roxy Theater, or take other necessary action. (Daniel Chepkauskas, Chair)
6. Receive report from Host Venue, Civic Center, Mr. John Cruz. (Daniel Chepkauskas, Chair)
7. Adjourn

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Posted: August 16, 2022

Notice: Muskogee Tourism Authority Trust Meeting Date: Thursday, August 18, 2022; 4:00 p.m.

Location: 220 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Jennifer Sweazy/Mike Miller	

AGENDA

1. Consider approval of the July 21, 2022 meeting minutes, or take other necessary action. (Daniel Chepkaskas, Chair)
2. Consider approval of Muskogee Tourism Authority financials and claims for June 2022. (Daniel Chepkaskas, Chair)
3. Consider approval of the advisory committee applicant(s) or take other necessary action. (Daniel Chepkaskas, Chair)
4. Consider approval of the recommendations of the advisory committee, or take other necessary action (Daniel Chepkaskas, Chair)
5. Discuss and take action to authorize the submission of a bid to serve as host of the Bass Nation Championship tournament for 2023, including a financial commitment, as well as establish and populate a Host Committee to perform the duties as required by the bid solicitation. (Daniel Chepkaskas, Chair)
6. Discuss and take possible action on Reports from Oxford Productions, Inc. regarding Visit Muskogee Tourism Program and Operation of the Roxy Theater, or take other necessary action. (Daniel Chepkaskas, Chair)
7. Adjourn

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Posted: September 27, 2022

Notice of Special Call Meeting: Muskogee Tourism Authority Trust Meeting

Date: Thursday, September 29, 2022; 4:00 p.m.

Location: 216 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaukas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller	

AGENDA

1. Consider approval of the August 18, 2022, meeting minutes, or take other necessary action. (Daniel Chepkaukas, Chair)
2. Consider approval of Muskogee Tourism Authority financials and claims for July 2022 & August 2022. (Daniel Chepkaukas, Chair)
3. Consider the appointment of the Executive Committee's Recommendations to the Tourism Advisory Committee or take other necessary action. (Daniel Chepkaukas, Chair)
4. Consider removal of Sharon Ray as the authorized signer on all Muskogee Tourism Authority Bank Accounts including the Firststar Bank Operating Account, Firststar Bank Roxy Building Fund, American Bank of Oklahoma Reserve Fund and Arvest Bank Visitor Center Fund or take other necessary action. (Daniel Chepkaukas, Chair)
5. Consider the addition of Tracy Cole as the authorized signer on all Muskogee Tourism Authority Bank Accounts including the Firststar Bank Operating Account, Firststar Bank Roxy Building Fund, American Bank of Oklahoma Reserve Fund and Arvest Bank Visitor Center Fund or take other necessary action. (Daniel Chepkaukas, Chair)
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 Chepkaukas, Chair)
7. Consider approval of previously submitted August 2022 grant applications requiring additional documentation. (Daniel Chepkaukas, Chair)
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 Chepkaukas, Chair)
9. Consider authorizing the Chair to execute a joint Agreement with Bass Masters and the City of Muskogee for the Bass Nation tournament to be held in Muskogee May 3-5, 2023, or take other necessary action. (Daniel Chepkaukas, Chair)

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)

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

A. Muskogee Forward Overview

B. The Term for Advisory Committee Member Sarah Gile will expire January 1, 2023. This position must be filled by someone from the Castle of Muskogee. Interested applicants should begin applying online at:
www.visitmuskogee.com/about/tourism-board/community-support-grants/

12. Adjourn

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Posted: October 13, 2022 at 5:45 p.m.

Notice of Special Call Meeting: Muskogee Tourism Authority Trust Meeting

Date: Sunday, October 16, 2022; 1:00 p.m.

Location: 216 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Jennifer Sweazy/Mike Miller	

AGENDA

1. Consider approval of the Oklahoma Music Hall of Fame Special Project Grant Support request or take other necessary action. (Daniel Chepkasuskas, Chair)

2. Adjourn

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Posted: November 16, 2022

Meeting Notice: Muskogee Tourism Authority Trust Meeting

Date: Thursday, November 17, 2022; 4:00 p.m.

Location: 220 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Jennifer Sweazy/Mike Miller	

AGENDA

Roll Call

1. Roll call and recognize Citizens wishing to speak.
2. Consider approval of the September 29, 2022 and October 16, 2022 meeting minutes, or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider approval of Muskogee Tourism Authority financials and claims for September and October 2022 and October 2022. (Daniel Chepkauskas, Chair)
4. Consider approval of Muskogee Tourism Authority Board of Trustees and Muskogee Tourism Authority’s Advisory Committee’s 2023 Meeting Schedule or take other necessary action. (Daniel Chepkauskas, Chair)
6. Consider approval of an update to Resolution #3, including grant procedures, capitalization of assets as recommended by Auditor, reclassifying funds held at Arvest Bank, or take other necessary action. (Daniel Chepkauskas, Chair)
7. Consider approval of previously submitted grant applications requiring additional documentation and current recommendations from the Advisory Committee, or take other necessary action. (Daniel Chepkauskas, Chair)
8. Consider declaring certain items surplus to be sold in the City of Muskogee’s surplus auction, or take other necessary action. (Daniel Chepkauskas, Chair)
10. Consider adopting a conflict of interest policy for the Board of Trustees and Advisory Committee, or take other necessary action. (Daniel Chepkauskas, Chair)
11. Consider approval of FY 2022-2023 mid-year budget adjustment or take other necessary action. (Daniel Chepkauskas, Chair)

12. Receive and consider approval of FY 2021-2022 audit report from Morse & Co., or take other necessary action. (Daniel Chepkas, Chair)
13. Receive Annual Report and consider submission to the City of Muskogee, or take other necessary action. (Daniel Chepkas, Chair)
14. Discuss and take possible action on Reports from Oxford Productions, Inc. regarding the Visit Muskogee Tourism Program and Operation of the Roxy Theater, or take other necessary action. (Daniel Chepkas, Chair)
15. Adjourn

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Posted: 12/6/2022

Special Call Meeting Notice: Muskogee Tourism Authority Trust Meeting

Date: Thursday, December 8, 2022; 4:00 p.m.

Location: 216 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: City Manager Mike Miller	

AGENDA

1. Roll call and recognize citizens wishing to speak.
2. Consider approval of the November 17, 2022, meeting minutes, or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider adopting new policies and applications for grant requests and replace Resolution #2, Section #4 with the new policies, or take other necessary action.
4. Discuss and consider an amendment to the Management Agreement with Oxford Productions, Inc, including amending the calculation of the incentive fee, not raising the incentive fee cap, including holiday staff bonuses and other factors to determine incentive fee amount or take other necessary action. (Daniel Chepkauskas, Chair)
5. Discuss and consider approval of a proposal to the City of Muskogee regarding the Muskogee Civic Center or take other necessary action. (Daniel Chepkauskas, Chair)
6. Discuss and consider approval to request semi-annual or quarterly payments from the City of Muskogee or take other necessary action. (Daniel Chepkauskas, Chair)
7. Receive updates from Oxford Productions, Inc. on the operation of the Roxy Theater and Visit Muskogee Tourism Program. (Daniel Chepkauskas, Chair)
8. Adjourn