

**MINUTES
BOARD OF TRUSTEES OF THE
MUSKOGEE TOURISM AUTHORITY
JANUARY 18, 2024**

The Board of Trustees of the Muskogee Tourism Authority met at 4:00 p.m., on Thursday, January 18, 2024, at Muskogee Tourism Office, 216 W. Broadway, Muskogee, Oklahoma, with Chairman Daniel Chepkaskas residing.

Item 1: Roll call and recognize Citizens wishing to speak. **(Daniel Chepkaskas, Chairman)**

The meeting was called to order at 4:00 by Chairman Daniel Chepkaskas and the roll was called as follows:

Present: Chair Daniel Chepkaskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Tim Wheeler; Trustee Aanje Wilkerson

Absent: Trustee Patrick Cale

Staff Present: Tammye Howell, Executive Director of Tourism; John Tyler Hammons, Attorney; Angie O’Neal, Assistant to John Tyler Hammons

Item 2: Consider approval of Meeting Minutes of October 2023 or take other necessary action. (Daniel Chepkaskas, Chairman)

Motion made by Vice Chair Evelyn Hibbs, seconded by Trustee Aanje Wilkerson.

AYE: Chair Daniel Chepkaskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Patrick Cale; Trustee Mike Gragg; Trustee Traci McGee; Trustee Mark Patel; Trustee Tim Wheeler; Trustee Aanje Wilkerson

NAY: None

OTHER: None

The Chairman declared the motion approved.

Item 3: Consider approval of financials and claims for October 2023, November 2023, and December 2023, or take other necessary action. (Daniel Chepkaskas, Chairman)

Motion made by Chairman Daniel Chepkaskas to approve financials and claims, seconded by Vice Chair Evelyn Gibbs.

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson

NAY: Trustee Mark Patel

OTHER: None

The Chairman declared the motion approved.

Item 4: Take nominations from the Board and appoint a Chair, Vice-Chair, and Secretary/Treasurer of the Muskogee Tourism Authority, or take other necessary action.

Motion made by Mr Gragg to approve the appointment of Evelyn Hibbs as Chairman, Daniel Chepkauskas as Vice Chair, and re-appointment of Tracy Cole as Secretary/Treasurer. Seconded by Daniel Chepkauskas.

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

OTHER: None

The Chairman declared the motion approved.

Item 5. Consider the re-appointment of Heather Cain, Dr. Ron Ramming, Dylan Lucht, and Darren Armstrong to the Muskogee Tourism Authority Advisory Committee or take other necessary action.

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

OTHER: None

The Chairman declared the motion approved.

Item 6: Consider approval of Morse and Co. for FY 22-23 audit, including approval of engagement letter and audit fees, or take other necessary action.

Motion made by Trustee Mike

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

OTHER: None

The Chairman declared the motion approved.

Item 7: Consider approval of tourism support grant recommendations from the Tourism Advisory Committee or take other necessary action.

- a. True Roots Cultural Arts
- b. Bedouin Shrine-SCSA Convention

Discussion on both grants for review, regarding option a discussion regarding the existence of nonprofit, and in regards to option b, discussion on policy exception.

Mr. Hammons recommended no action be taken and advised a special session meeting to address policy change in language instead of making any type of exception to any existing policy for any reason.

Motion made to request a special meeting to discuss policy or change policy by Chair Daniel Chepkauskas, seconded by Trustee Mike Gragg.

Motion made by Chair Daniel Chepkauskas to table until special meeting and invite applicant to meeting to make another presentation regarding non-profit status, seconded by Trustee Mike Gragg.

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

OTHER: None

The Chairman declared the motion approved.

Item 8: Consider approval of the annual report for 2023 or take necessary action.

AYE: Chair Daniel Chepkauskas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

The Chairman declared the motion approved.

Item 9: Approve mid-year budget adjustment or take other necessary action.

AYE: Chair Daniel Chepkas; Vice Chair Evelyn Hibbs; Secretary/Treasury Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Tim Wheeler; Trustee Aanje Wilkerson, Trustee Mark Patel

NAY: None

The Chairman declared the motion approved.

There being no other business before the Board of Trustees, the Chair declared the meeting adjourned at 5:00 pm.

Evelyn Hibbs, Chairman

ATTEST:

Tracy Cole
Secretary/Treasurer