

*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 December 13, 2024**

**NOTICE OF MEETING: Muskogee Tourism Authority Trust Meeting**

**Date: Tuesday, December 17, 2024– 4:00pm**

Location: Roxy Theater, 220 West Okmulgee, Muskogee OK 74401

**TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust**

Evelyn Hibbs, Chair; Daniel Chepkauskas, Vice Chair; Tracy Cole, Secretary/Treasurer

Mayor Patrick Cale, Trustee; Mike Gragg, Trustee; Traci McGee, Trustee

Mark Patel, Trustee; Tim Wheeler, Trustee; Aanje Wilkerson, Trustee

Roger Kolman, Ex-Officio

**AGENDA**

1. Call meeting to order. (Hibbs)
2. Recognize Citizens wishing to speak. (Hibbs)
  - a. Comments must be related to an agenda item.
  - b. Comments are limited to 3 minutes per speaker.
3. Consider approval of July 2024 Regular Meeting Minutes or take other necessary action. (Cole)
4. Consider approval of November 2024 Special Call Meeting Minutes or take other necessary action. (Cole)
5. Consider the approval of financials and claims for July, August, September, October, and November 2024 or take other necessary action. (Cole)
6. Receive report and consider approval of FY '23-'24 Audit from Morse and Co., or take other necessary action. (Cole)
7. Set Board of Trustees Meeting Schedule for 2025, or take other necessary action.
8. Set Advisory Committee Meeting Schedule for 2025, or take other necessary action.
9. Receive and consider approval of the Muskogee Tourism Authority Annual Report, prepared by Oxford Productions, Inc., or take other necessary action.
10. Receive report from Oxford Productions, Inc.
  - a. Visit Muskogee
  - b. Film Muskogee
  - c. Roxy Theater
11. Consider approval of the Tourism Advisory Committee's Recommendations for Tourism Support Grants, or take other necessary action.
12. Receive report from the City of Muskogee City Council Meeting on September 23, 2024 regarding Muskogee Tourism Authority's proposed bylaw amendments, or take other necessary action.
13. Discuss and consider modifications to Muskogee Tourism Authority Bylaws, or take other necessary action.
14. Adjourn.