

## MINUTES

### **BOARD OF TRUSTEES OF THE MUSKOGEE TOURISM AUTHORITY**

**January 16<sup>th</sup>, 2025**

The Board of Trustees of the Muskogee Tourism Authority met at 4:01 p.m., on Thursday, January 16th, 2025, at The Visit Muskogee Tourism Information Center, 216 W. Okmulgee, Muskogee, Oklahoma, with Chairperson Evelyn Hibbs residing.

**Item 1: Roll call and recognize Citizens wishing to speak. (Evelyn Hibbs, Chairperson)**

The meeting was called to order at 4:01 pm by Chairperson Evelyn Hibbs and the roll was called as follows:

**Present:** Evelyn Hibbs, Madam Chair; Daniel Chepkauskas, Mr. Vice Chair; Mayor Patrick Cale, Trustee Mike Gragg, Trustee Traci McGee, Trustee Mark Patel, Trustee Tim Wheeler, Trustee Aanje Wilkerson

**Absent:** Secretary/Treasurer Tracy Cole

**Staff Present:** William Lowe, John Hammons, Demi Gilliam Smith, Marlon Coleman, Bailey Harman.

**Item 2: Address any citizens signed up to speak.**

No citizens wishing to speak.

**Item 3: Consider approval of December 17th, 2024 Special Call Meeting Minutes or take other necessary action. (Cole)**

**Motion made to approve by: Daniel Chepkauskas, Vice Chair**

**Seconded by: Tim Wheeler, Trustee**

**AYE:** Evelyn Hibbs, Madam Chair; Daniel Chepkauskas, Mr. Vice Chair; Mayor Patrick Cale, Trustee Mike Gragg, Trustee Traci McGee, Trustee Tim Wheeler, Trustee Aanje Wilkerson

**NAY:** Mark Patel

**OTHER:** None

The Chairperson declared the motion approved.

**Item 4: Consider approval of financials and claims from December 2024 or take other necessary action. (Cole)**

The Board determined to take action at a later time.

**Item 5: Consider Tourism Support Grant Applications or take other necessary action.**

**William Lowe presented the applications and the Advisory Board's recommendations to the Board of Trustees as follows:**

- A. City of Muskogee Planning Department – Forgo Support Grant**
- B. Eastern Oklahoma State Spelling Bee - \$1,500 Support Grant**
- C. BRI National Bull Riding Finals - \$5,000 Support Grant**

**Motion made to approve by: Daniel Chepkauskas to approve the Advisory Committee's recommendation of \$1,500 for the Eastern Oklahoma State Spelling Bee and \$5,000 to Bull Riders Inc. National Finals**

**Seconded by: Trustee Mike Gragg**

**AYE: Evelyn Hibbs, Madam Chair; Daniel Chepkauskas, Mr. Vice Chair; Mayor Patrick Cale, Trustee Mike Gragg, Trustee Traci McGee, Trustee Mark Patel, Trustee Tim Wheeler, Trustee Aanje Wilkerson**

**NAY: None**

**OTHER: None**

**The Chairperson declared the motion approved.**

**Item 6: Receive report on delinquent lodging tax collections from the city of Muskogee. (Patel)**

**The City's Attorney's Office provided information on the City pursuing debt collection from delinquent hoteliers. No action taken.**

**Item 7: Consider approval of bylaws amendment or take other necessary action. (Hibbs)**

**The amendment was read aloud, no action taken.**

**After discussing potential dates, the group agreed to hold the next meeting on January 30<sup>th</sup>, 2025, at 4 PM.**

**Item 8: Consider approval of mid-year budget adjustment or take other necessary action.**

**Motion made to approve by: Daniel Chepkauskas**

**Seconded by: Tim Wheeler**

**AYE: Evelyn Hibbs, Madam Chair; Daniel Chepkauskas, Mr. Vice Chair; Mayor Patrick Cale, Trustee Mike Gragg, Trustee Traci McGee, Trustee Mark Patel, Trustee Tim Wheeler, Trustee Aanje Wilkerson**

The Chairperson declared the motion approved.

**Item 9: Receive & consider approval of the Muskogee Tourism Authority Annual Report, prepared by Oxford Productions, Inc., or take other necessary action.**

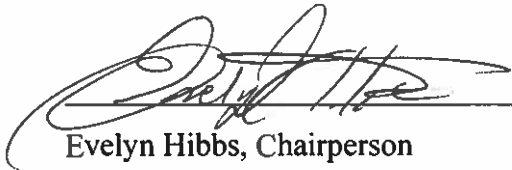
**Annual report provided to each member of the board; no action was taken.**

**Item 10: Receive report from Oxford Productions on Visit Muskogee, Film Muskogee, & the Roxy Theater.**

**Report given by William Lowe, Executive Director of Visit Muskogee; no action was taken.**


**No action taken.**

**There being no other business before the Board of Trustees, the Chair declared the meeting adjourned at 5:09 p.m.**



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Evelyn Hibbs, Chairperson

**ATTEST:** 

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Tracy Cole, Secretary/Treasurer