

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 NOVEMBER 16 , 2021

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Meeting Date: Thursday November 18, 2021; 4:00 p.m.

Location: The Roxy Theater

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Mike Gragg	
Vice Chair: Evelyn Hibbs		Trustee: Traci McGee	
Secretary/ Treasurer: Sharon 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 [minutes of our October 21st meeting](#), or take other necessary action. (Daniel Chepkauskas, Chair)
2. Consider approval of [financials and claims for October 2021](#) , or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider approval of the agreement with the media company [Megaphone Pro Solutions, Inc.](#) or take other necessary action. (Jordyn Jorgenson, Executive Director - Tourism)
4. Receive [report from the Executive Director of Tourism](#) or take other necessary action. (Daniel Chepkauskas, Chair)
5. Receive report from the management firm, Oxford Productions, Inc, on the operation of the Roxy Theater and their events or take other necessary action. (Daniel Chepkauskas, Chair)
6. Consider approval of a visitor tracking [contract with Datafy](#), or take other necessary action. (Jordyn Jorgenson, Executive Director - Tourism)
7. Consider approval of the [rental agreement for office space at the McEntee’s building](#), or take other necessary action. (Jordyn Jorgenson, Executive Director - Tourism)
8. Discuss and take action regarding the scheduling for MTA monthly board meetings for 2022 as required by the Oklahoma Open Meetings Act (Due to City of Muskogee by Dec 15). (Jaime Stout, Trustee)
9. Consider approval of recommendations from the Advisory Committee, or take other necessary action. (Jordyn Jorgenson, Executive Director - Tourism)
10. Receive update of an [amendment to the Management Agreement with Oxford Productions, Inc.](#) or take other necessary action. (Daniel Chepkauskas, Chair)

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.

11. Consider an amendment to the budget for fiscal year '21-22, or take other necessary action. **(Daniel Chepkauskas, Chair)**
12. Adjourn.