

MEETING MINUTES OF: Muskogee Tourism Authority Trust Meeting

Meeting Date: Thursday June 17, 2021; 4:00 p.m.

Location: THE ROXY THEATER

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaukas	Present	Roger Bell	Present
Vice Chair: Evelyn Hibbs	Present	Aanje Wilkerson	4:17 Present
Secretary: Sharron Ray	Present	Sharon Champlin	Present
Jamie Stout	Present	Amy Love	Present
Marlon Coleman	4:08 Present		

AGENDA

Meeting Called to Order – Roll Call – Quorum Met

1. Consider approval of financials and claims for April 2021, or take other necessary action.

Motion to approve by JAIME STOUT 2nd by EVELYN HIBBS Roll Call Vote: All in Favor

2. Consider approval of financials and claims for May 2021, or take other necessary action.

Motion to approve by JAIME STOUT 2nd by SHARON CHAMPLIN Roll Call Vote: All in Favor

3. Consider approval of the minutes of our April 15th Meeting or take other necessary action.

Motion to approve by JAIME STOUT 2nd by EVELYN HIBBS Roll Call Vote: All in Favor

4. Consider approval of the minutes of our April 28th Special Call Meeting or take other necessary action.

Motion to approve by ROGER BELL 2nd by AMY LOVE Roll Call Vote: All in Favor

5. Consider approval of the minutes of our June 3rd Special Call Meeting or take other necessary action.

Motion to approve with Corrections by JAIME STOUT 2nd by EVELYN HIBBS

Roll Call Vote: All in Favor Corrections were made in regard to Item # 5 and #7

6. Consider approval of the Advisory Committee's Grant Application Recommendations or take other necessary action.

Motion to approve Outlaw Speedway Fest for \$5k by MARLON COLEMAN 2nd by
EVELYN HIBBS Roll Call Vote: All in Favor

Motion to approve Balloon Fest in amount of \$10k by JAIME STOUT 2nd by
SHARON CHAMPLIN Roll Call Vote: All in Favor-minus AANJE WILKERSON-
Abstained

Discussion: Funds are for Fireworks, marketing assistance and sponsorship and not
for improvements to Outlaw Speedway Track.

Discussion: Tax status: City vs County. It was stated that events in County benefit
City with Hotels, Restaurants, Gas, retail purchases by visitors to County events.
The Visit Muskogee Banner will be present at all events to encourage tourism
into City.

7. Discuss and take possible action concerning Muskogee Tourism Authority's Mission + Vision
Statements. This item was referred to Staff to finalize and present to board. Discussion on
the OKIE acronym.

Motion by MARLON COLEMAN for Tourism Director to give board 2 options to choose from, as
staff directive. 2nd by JAIME STOUT Roll Call Vote: All in Favor

8. Director's Report –No action required. Report covered event participation: Chili Cookoff, Castle of
Muskogee Renaissance Faire. Status update on Okie from Muskogee Trolley issues and possible solutions
such as UBER to transport visitors from Hotels to Events. (Roy Tucker and Avery Frix will follow up on
Trolley status.)

Upcoming events included: Gold Wing Riders @ Civic Center, \$4k was granted as previously approved but
delayed due to Pandemic. These issues will be decided on a case by case basis and will not include previous
services that would be offered by Chamber.

Oklahoma State Arts Conference is rescheduled for October 27-29, 2021 in Muskogee at various locations,
with main event centered at Muskogee Civic Center. Additional discussion included updates to Website,
photos, videos, audio and social media posts by Visit Muskogee, along with new listings to include fire

hydrants, guitars and other arts location. The Travel Oklahoma Lt. Governor's Red Bud Awards Conference will be attended by Tourism Director June 28-29 in Edmond plus a board member (Sharron Ray) agreed to attend.

9. Approve Civic Center request to appropriate \$2,700.00 of the Civic Center's allocated portion of tourism budget to fund Scott Haggard Concert or take other necessary action.

Motion for Approval by JAIME STOUT 2nd by AANJE WILKERSON

Roll Call Vote: All in Favor

10. Approve Civic Center request to appropriate \$1,600.00 of the Civic Center's allocated portion of tourism budget to fund OK/Kansas Golden Glove Regional Championship match or take other necessary action.

Motion to approve by AANJE WILKERSON 2nd by SHARON CHAMPLIN Roll Call Vote: All in Favor

11. Review and discuss information regarding possible locations for interim Tourism Visitor center and Tourism Director Office Spaces. Discussion included a reduced monthly rental fee from \$1200 to \$700 for potential space on Broadway next door to Chamber. Needs painting and carpet cleaning with a 1 year lease with option. Roger Bell stated that with only 1 personnel on board, we are not ready for a move from current location. Need to look at current space differently.

Discussion ensued as to current temporary location, issues, furnishing, storage and personnel.

Recommendation to hold a special call meeting for the Tourism Director's recommendation in conjunction with the Advisory Board's recommendation. Date/Time/Place to be determined and held prior to next regular Board Meeting.

Discussion by JAIME STOUT regarding who may place actionable agenda items on the agenda. DAN CHEPKAUKAS stated that in the past, it was the Board Chair, and that as Chair, he decided whether or not an agenda item was actionable. ROY TUCKER, City Attorney, says however, the Bylaws state that any 2 members may request that an agenda item be added for action. Bylaws committee will convene and present updated proposed bylaws for next meeting.

12. Discuss and provide direction to staff regarding additional positions of support staff to be considered. Staff was asked to present a staffing plan to the board for review, consideration.

13. Adjourn 5:07 pm Minutes submitted by Sharron Ray, Secretary