

MINUTES

BOARD OF TRUSTEES OF THE MUSKOGEE TOURISM AUTHORITY REGULAR SESSION NOVEMBER 16, 2021

The Board of Trustees of the Muskogee Tourism Authority met in a Regular Session at 4:00 p.m., on November 16, 2021, in Roxy Theater, 220 W. Okmulgee Ave., Muskogee, Oklahoma, with Chair Daniel Chekpauskas presiding.

The meeting was called to order by Chair Daniel Chekpauskas and the roll was called as follows:

Present: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Aanja Wilkerson.

Absent: Trustee Jaime Stout; Trustee Mike Gregg

Staff Present: Avery Frix, Oxford Management; Jordyn Jorgenson, Tourism Director; Roy Tucker, City Attorney; John Tyler Hammons, Attorney at Law; Jessica Reyes, Legal Assistant to Mr. Hammons.

Motion was made by the Chair, seconded by Traci McGee, to consider Item 10 ahead of the regular agenda.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Jaime Stout; Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Item 10: Receive update of an amendment to the Management Agreement with Oxford Productions, Inc. or take other necessary action.

Attorney John Tyler Hammons presented an update on the status of negotiations between Oxford Productions and MTA staff to assist in the transition for Oxford to assume management of the Tourism Program. City Attorney Roy Tucker announced the City Council would have to approve the amendment.

Motion was made by the Chair, seconded by Tracy Cole, to allow the amendment to take effect.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Jaime Stout; Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Item 1: Consider approval of the minutes of the October 21, 2021 meeting or take other necessary action.

Motion was made by Trustee Traci McGee, seconded by Evelyn Hibbs, to approve the minutes for October 21, 2021.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Jaime Stout; Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Item 2: Consider approval of financials and claims for October 2021 or take other necessary action.

Motion was made by Trustee Traci McGee, seconded by Evelyn Hibbs, to approve the minutes for October 21, 2021.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Jaime Stout; Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Item 3: Receive a presentation from the company Megaphone Pro Solutions, Inc. or take other necessary

The Chair declared no action would be taken but did invite Megaphone to present presentation to the board at a later date.

Trustee Jamie Stout entered the meeting at 4:08 PM

Item 4: Receive report from the Executive Director of Tourism or take other necessary action

Tourism Director Jordyn Jorgenson presented a report on her activities since the Board's October 2021 meeting. The Chair declared no action would be taken.

Item 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

Mr. Avery Frix presented a report on the Roxy Theater's activities since the Board's October 2021 meeting. The Chair declared no action would be taken.

Item 6: Consider approval of visiting tracking contract with Datafly, or take other necessary action.

Motion was made by Trustee Sharon Ray, seconded by Sharon Champlin, to approve the visiting tracking contract with Datafly.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Item 7: Consider approval of the rental agreement for office space at the McEntee's building, or take other necessary action.

Tourism Director Jordyn Jorgenson explained office space at the McEntee's building located at 315 W Broadway, Muskogee, OK 74401 is available for rent. Ms. Jorgenson explained the lease would include office space as well as space in the basement for potential use as a downtown visitor's center.

City Attorney Roy Tucker advised the City may consider such agreement a substantial change to the Tourism program which required City approval.

Motion was made by Trustee Sharon Champlin, seconded by Tracy Cole, to authorize the Chair to negotiate and sign a rental agreement at the McEntee's building.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanja Wilkerson.

NAY: None

OTHER: Trustee Mike Gregg (absent)

The Chair declared the motion approved.

Trustee Mike Gregg entered the meeting at 4:37 PM.

Item 8: Discuss and take action regarding the schedule for MTA monthly board meetings for 2022 as required by the Oklahoma Open Meeting Act.

Motion was made by Trustee Sharon Champlin, seconded by Tracy Cole, to have the regular meeting of the MTA board occur on the third Thursday of each month in 2022 at 4 PM.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hibbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Sharon Champlin; Trustee Mike Gregg; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanja Wilkerson.

NAY: None

OTHER: None.

The Chair declared the motion approved.

Item 9: Consider approval of recommendations from the Advisory Committee, or take other necessary action.

The Chair declared no action would be taken.

Item 11: Consider an amendment to the budget for fiscal year '21-22, or take other necessary action.

The Chair declared no action would be taken.

There being no other business before the Board of Trustees, the Chair declared the meeting adjourned at 4:46 PM.

Daniel Chekpauskas
Chair

ATTEST:

Sharon Ray
Secretary/Treasurer