

MINUTES

BOARD OF TRUSTEES OF THE MUSKOGEE TOURISM AUTHORITY REGULAR SESSION OCTOBER 21, 2021

The Board of Trustees of the Muskogee Tourism Authority met in a Regular Session at 4:00 p.m., on October 21, 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 Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Aanje Wilkerson.

Absent: Trustee Jaime Stout; Trustee Sharon Champlin

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.

Item 1: Consider approval of the minutes of our September 16th meeting or take other necessary action.

Motion was made by Trustee Traci McGee, seconded by Aanje Wilkerson, to approve the minutes for September 16, 2021.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Aanje Wilkerson.

NAY: None

OTHER: Trustee Jamie Stout; Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

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

Motion was made by Trustee Traci McGee, seconded by Aanje Wilkerson, to approve the claims for September 2021.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Aanje Wilkerson.

NAY: None

OTHER: Trustee Jamie Stout; Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

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

Chair Daniel Chekpauskas declared no action would be taken.

Trustee Jamie Stout entered the meeting at 4:07 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 September 2021 meeting. Chair Daniel Chekpauskas declared no action would be taken.

Item 5: Consider approval of an amended tourism budget for fiscal year '21-22 or take other necessary action.

Chair Daniel Chekpauskas declared no action would be taken.

Item 6: Consider approval of recommendations from the Advisory Committee or take other necessary action.

Motion was made by Trustee Jaime Stout, seconded by Tracy Cole, to approve the grants as approved by the Advisory Committee.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanje Wilkerson.

NAY: None

OTHER: Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

Item 7: Consider approval of Amended Resolution No. 3 modifying expenditure limits of the Tourism Director or take other necessary action.

Motion was made by Trustee Traci McGee, seconded by Sharon Ray, to approve Amended Resolution No. 3 granting the Tourism Director authority to expend up to \$5,000.00 in a single transaction.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanje Wilkerson.

NAY: None

OTHER: Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

Item 8: Discuss and consider the approval of Travel Allowances for Muskogee Tourism Authority employees and staff or take other necessary action.

Motion was made by Trustee Tracy Cole, seconded by Jamie Stout, to provide a per diem travel allowance for all Muskogee Tourism Authority employees and staff at the rate prescribed by the Internal Revenue Service.

AYE: Chair Daniel Chekpauskas; Vice Chair Evelyn Hubbs; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee; Trustee Jaime Stout; Trustee Aanje Wilkerson.

NAY: None

OTHER: Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

Item 9: Discuss and consider approval of an amendment to the Management Agreement with Oxford Productions, Inc. or take other necessary action.

Motion was made by Trustee Jamie Stout, seconded by Daniel Chekpauskas, to table contract amendment until November 2021 meeting.

AYE: Vice Chair Evelyn Hubbs; Trustee Jaime Stout; Trustee Aanje Wilkerson.

NAY: Chair Daniel Chekpauskas; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee;

OTHER: Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion failed.

Motion was made by Trustee Tracy Cole, seconded by Daniel Chekpauskas, to approve the third amendment to Management Agreement with Oxford Productions, Inc., whereby Oxford Productions will assume responsibility for the management of the Muskogee Tourism Authority's "Visit Muskogee" Tourism Program unless, within 30 days, the Muskogee Tourism Authority revokes such approval.

AYE: Chair Daniel Chekpauskas; Secretary/Treasurer Sharon Ray; Trustee Tracy Cole; Trustee Mike Gragg; Trustee Traci McGee;

NAY: Vice Chair Evelyn Hubbs; Trustee Jaime Stout; Trustee Aanje Wilkerson.

OTHER: Trustee Sharon Champlin (absent)

Chair Daniel Chekpauskas declared the motion approved.

Item 10: 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 September 2021 meeting. Chair Daniel Chekpauskas declared no action would be taken.

There being no other business before the Board of Trustees, Chair Daniel Chekpauskas declared the meeting adjourned at 4:55 PM.

Daniel Chekpauskas
Chair

ATTEST:

Sharon Ray
Secretary/Treasurer