

MEETING MINUTES OF:
Muskogee Tourism Authority Trust Meeting
Thursday September 16, 2021; 4:00 p.m.

Location: The Roxy Theater – 220 West Okmulgee Ave., Muskogee, OK 74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas	PRESENT	Trustee: Mike Gragg	PRESENT
Vice Chair: Evelyn Hibbs	ABSENT	Trustee: Traci McGee	PRESENT at 4:15
Secretary/Treasurer: Sharon Ray	PRESENT	Trustee: Jaime Stout	PRESENT at 4:15, exited at 4:45
Trustee: Tracy Cole	PRESENT at 4:04	Trustee: Aanje Wilkerson	PRESENT
Trustee: Sharon Champlin	PRESENT	Ex-Officio Non-Voting Member: Mike Miller	PRESENT at 4:46

Guests Present: Avery Frix (Staff), Delaina Stevens (Staff), Jordyn Jorgenson (Staff), John Tyler Hammons (Attorney), and Roy Tucker (City Attorney), Jennifer Swezey (Assistant City Manager)

Chairman Chepkauskas called the meeting to order at 4:00 p.m. A roll call was initiated, and a quorum was met (5 of the Trustees present at 4:00 p.m. – 8 trustees present by 4:15 p.m.).

ITEM #1: Receive a presentation for Visitor Tracking from Datafy (formerly SeeSource), or take other necessary action. (Daniel Chepkauskas, Chair)

Tourism Director Jordyn Jorgensen introduced Devin Alexandar from Datafy. Ms. Alexandar explained to the Board via Zoom technology the data their company could provide and the pricing options. Tourism Director Jordyn Jorgensen explained that no action needed to be taken, and she would review the options further and bring back an actionable item at a later date. No action was taken.

ITEM #2: Consider approval of the minutes of our Special Call September 2nd meeting, or take other necessary action. (Daniel Chepkauskas, Chair)

Motion made by Traci McGee to approve the minutes as presented. Seconded by Sharon Champlin. A roll call vote was initiated. All present voted in favor. (attached)

ITEM #3: Consider approval to authorize the Chair to negotiate the termination of the Management Agreement with Oxford Productions, Inc., as well as authorize payment of any outstanding obligations of the same or take other necessary action. (Daniel Chepkauskas, Chair)

Trustees agreed the item needed further review. No action was taken.

ITEM #4: Consider amending the Muskogee Tourism Authority’s Trust Indenture, eliminating the City of Muskogee residency requirement, or take other necessary action. (Jaime Stout, Trustee)

Tourism Director Jordyn Jorgensen and Trustee Jaime Stout proposed an amendment to the Trust Indenture to allow non Muskogee residents to serve on the Muskogee Tourism Authority Board. Roy Tucker noted that amendments to the trust indenture require super majority vote of the Trust and approval of the City Council. Mr. Tucker also noted that non residents can serve on the Advisory Committee. A Motion was made by Tracy Cole and seconded by Daniel

Chepkauskas to disapprove the amendment to the Trust Indenture, keeping the residency requirement in its current form. Mr. Tucker explained that trustees who vote “yes” on this motion will be voting to keep the residency requirements as is, and not amend the indenture. Those who vote “no” on the motion would like to amend the residency requirements. A roll call vote was initiated. Daniel Chepkauskas, Sharon Ray, Tracy Cole, Traci McGee, Aanje Wilkerson, and Mike Gragg voted yes to disapprove the amendment to the Trust Indenture, keeping the residency requirement in its current form. Jaime Stout and Sharon Champlin voted no, not to disapprove the amendment to the Trust Indenture. The motion to disapprove passed.

ITEM #5: Receive report from the Executive Director of Tourism or take other necessary action. (Daniel Chepkauskas, Chair)

Jordyn Jorgenson informed the Trustees that the City of Muskogee is getting a permit process to be Certified Film Friendly. She explained to the Board that a media company created a commercial for the Widow Sons Grand Gathering featuring Mayor Marlon Coleman, and Muskogee is being considered for their 2023 conference. Ms. Jorgensen updated the Trustees on the upcoming OK Arts Council Conference in Muskogee on October 26 – 29. No action was taken.

ITEM #6: Consider approval of recommendations from the Advisory Committee, or take other necessary action. (Daniel Chepkauskas, Chair)

Tourism Director Jordyn Jorgensen explained the recommendations of the Advisory Committee is to deny Miss Muskogee and take no action until further information is received on the Roxy’s request for partnership souvenir items. Motion made by Sharon Ray and seconded by Aanje Wilkerson to Approve the recommendations of the Advisory Committee: A roll call vote was initiated. All present voted in favor to approve the Advisory Committee’s recommendations.

ITEM #7: Consider approval to authorize the Executive Director of Tourism to pursue a contract for the hiring of an assistant through May 2022, or take other necessary action. (Daniel Chepkauskas, Chair)

Motion made by Sharon Champlin and seconded by Traci McGee to Approve the Executive Director to pursue a contract for the hiring of an assistant through May 2022, with pay up to \$20.00 per hour with no benefits OR \$15.00 per hour with benefits – either option flex hours no overtime. A roll call vote was initiated. All present voted in favor.

ITEM #8: Consider approval to purchase a Pro Plan of Slack workspace or take other necessary action. (Daniel Chepkauskas, Chair)

Motion made by Traci McGee and seconded by Sharon Champlin to purchase a one year pro plan of Slack Workspace software. A roll call was initiated. All present were in favor.

ITEM #9: Discuss and take possible action regarding the performance review process for current and future MTA employees, or take other necessary action. (Daniel Chepkauskas, Chair)

Tourism Director Jordyn Jorgensen recommended to the Board she be evaluated by previous board members, Trustee Traci McGee stated she was not in favor of that. No further discussion or action was taken regarding previous board members evaluating the Tourism Director. Motion made by Sharon Ray and seconded by Sharon Champlin to authorize the Executive Committee to Approve a process for evaluating the Executive Director, to then allow the full Board to evaluate the Executive Director when appropriate in Executive Session. A roll call was initiated. All present were in favor.

ITEM #10: Adjourn.

Chairman Chepkauskas adjourned the Meeting at 5:54 pm.