

Official action can only be taken on items that 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 the committee or the recommending body. Under certain circumstances, items are deferred to a specific date or stricken from the agenda entirely.

Posted: November 16, 2022

**Meeting Notice: Muskogee Tourism Authority Trust Meeting**

**Date: Thursday, November 17, 2022; 4:00 p.m.**

Location: 220 W. Okmulgee, Muskogee, OK.

**TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust**

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Jennifer Sweazy/Mike Miller	

**AGENDA**

**Roll Call**

1. Roll call and recognize Citizens wishing to speak.
2. Consider approval of the September 29, 2022 and October 16, 2022 meeting minutes, or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider approval of Muskogee Tourism Authority financials and claims for September and October 2022 and October 2022. (Daniel Chepkauskas, Chair)
4. Consider approval of Muskogee Tourism Authority Board of Trustees and Muskogee Tourism Authority’s Advisory Committee’s 2023 Meeting Schedule or take other necessary action. (Daniel Chepkauskas, Chair)
6. Consider approval of an update to Resolution #3, including grant procedures, capitalization of assets as recommended by Auditor, reclassifying funds held at Arvest Bank, or take other necessary action. (Daniel Chepkauskas, Chair)
7. Consider approval of previously submitted grant applications requiring additional documentation and current recommendations from the Advisory Committee, or take other necessary action. (Daniel Chepkauskas, Chair)
8. Consider declaring certain items surplus to be sold in the City of Muskogee’s surplus auction, or take other necessary action. (Daniel Chepkauskas, Chair)
10. Consider adopting a conflict of interest policy for the Board of Trustees and Advisory Committee, or take other necessary action. (Daniel Chepkauskas, Chair)
11. Consider approval of FY 2022-2023 mid-year budget adjustment or take other necessary action. (Daniel Chepkauskas, Chair)

12. Receive and consider approval of FY 2021-2022 audit report from Morse & Co., or take other necessary action. (Daniel Chepkaukas, Chair)
13. Receive Annual Report and consider submission to the City of Muskogee, or take other necessary action. (Daniel Chepkaukas, Chair)
14. Discuss and take possible action on Reports from Oxford Productions, Inc. regarding the Visit Muskogee Tourism Program and Operation of the Roxy Theater, or take other necessary action. (Daniel Chepkaukas, Chair)
15. Adjourn