

## **FINAL Wind River Visitors Council (WRVC) Meeting Minutes**

**Thursday, Jan. 26, 2023**

**Lander Library (A/B Room), Lander**

**PRESENT:** Hal Herron – Riverton; Owen Sweeney – Lander; Julie Buller – Riverton; Helen Gordon – Hudson; Frank Welty – Dubois; Krista Lobera – Lander; Kip Post – County; Cy Lee – County (Arrived 10:23 a.m.)

**ABSENT:** Joel Highsmith – Shoshoni; Randy Lahr – Dubois

**WRVC STAFF:** Helen Wilson, Melanie Hoefle

**GUESTS:** Tim Fixter – Summit West CPA Group, P.C. (Lander); Gary Weisz – Shoshoni; Chris Konija – Shoshoni; Samuel Tower – Riverton Chamber of Commerce; Mike Bailey – Riverton; Lea Delay – Shoshoni Chamber of Commerce

**CALL TO ORDER:** Vice President Owen Sweeney called the meeting to order at 10:07 a.m. A quorum was present.

**REVIEW & APPROVE AGENDA:** Hal Herron moved, and Frank Welty seconded to approve the Agenda. Motion carried unanimously.

**APPROVAL OF NOVEMBER 17 MINUTES:** Hal Herron moved, and Helen Gordon seconded to approve the Minutes as submitted. Motion carried unanimously.

**APPROVAL OF JANUARY 19 MINUTES:** Helen Gordon moved, and Frank Welty seconded to approve the Minutes as submitted. Motion carried unanimously.

### **TREASURER’S REPORT:**

- A. Tim Fixter of Summit West CPA Group, P.C. discussed the WRVC’s Fiscal Year 2021 to 2022 CPA Audit. He said that for a first-year Audit, having only two findings is unheard of. The “segregation of duties” finding is automatic in small organizations, and the cash collateralization was just bad luck, as the WRVC did what it was supposed to, but the bank didn’t get it processed. He described the findings as “housekeeping items.” He also commented on Helen Wilson’s response time being excellent. Hal Herron requested that the Minutes reflect “kudos” to the WRVC staff.
  
- B. Helen Gordon presented the Treasurer’s Report. The Board asked a few questions about the financials, and Helen Gordon and Helen Wilson explained. Kip Post moved to approve the Financials, and Helen Gordon seconded. Motion carried unanimously.

- C. Helen Wilson discussed the revisions made to the budget, and requested a vote to adopt the revised fiscal year 2022 to 2023 budget. The proposed revisions included adding Destination Development Program funds; correcting the amount for cellular telephone expenses; increasing Board meeting expenses due to venue and catering prices rising; increasing conference attendance expenses for more Board Members to participate; decreasing the New Opportunities budget line and increasing the Annual Report/CPA Review to allocate for the cost of the CPA Audit; decreasing group tour business expenses and decreasing Web Development/Marketing, Ambassador Campaign and the Fulfillment Program. Hal Herron moved, and Frank Welty seconded to approve the Revised Fiscal Year 2022 to 2023 Budget. Motion carried unanimously.

**TAD REPORTS:**

- A. Lea Delay presented the 2022 TAD Report for Shoshoni. She explained the recent transition for the funds being distributed to the Town of Shoshoni, instead of the Shoshoni Chamber of Commerce. Chris Konija, who attended as a Representative for the Town of Shoshoni explained that the Town of Shoshoni and the Shoshoni Chamber of Commerce are working together to allocate TAD grants. Helen Wilson requested an invoice from the Town for TAD funds.
- B. Samuel Tower presented the 2022 TAD Report for Riverton. Helen Wilson asked him to submit a more detailed report to the Wind River Visitors Council, which he agreed to do.

**PUBLIC COMMENTS:** Hal Herron asked for Mike Bailey to speak at 11:21 a.m. before the Board Meeting progressed any further. Mike is excited about all of the WRVC projects in the works. Frank Welty talked about the representative that attended the Sportsman's Expo and said there was an amazing amount of support at the event.

**GOVERNOR'S HOSPITALITY AND TOURISM CONVENTION:**

- A. The Governor's Hospitality and Tourism Convention occurs from January 29 to 31 in Cheyenne. Helen Gordon and Helen Wilson will be attending. Julie Buller is no longer going, but Owen Sweeney expressed interest in representing the WRVC and having the organization pay for half of his attendance, as he will also be representing the Lander Chamber of Commerce. Hal Herron moved, and Helen Gordon seconded to approve those attending the conference. Motion carried unanimously.

**DIRECTOR'S REPORT:** Helen Wilson presented the Director's Report.

- A. The Destination Development Program Budget has been approved by the Wyoming Office of Tourism.
- B. The Riverton Community Celebration event, a pre-season party for the ice races and a meet and greet with Mayor Hancock at Bunks BBQ on January 21, was a huge success.

- C. The Lodging Tax Revenue is still up from previous years. October and December were record-breaking, while November was in line with previous years. Wind River Country is getting a lot of interest due to winter campaigns and marketing efforts.
- D. Helen Wilson presented the media that has featured Wind River Country. Helen Wilson and Lightning Bug Public Relations (the WRVC's public relations firm) have been preparing for a press trip in early February featuring winter in Wind River Country.

**EXECUTIVE SESSION (closed to the public):** Owen Sweeney called an Executive Session with the full Board of Directors at 11:53 a.m. (Ended at 12:21 p.m.) Hal Herron moved, and Kip Post seconded, to place into the 2023 to 2024 Joint Powers Budget a provision to pay WRVC staff up to a 10% bonus based on their current salary. Motion carried unanimously.

There being no further business to come before the meeting, the meeting adjourned at 12:23 p.m.

Respectfully submitted, Melanie Hoefle.