

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

**September 28, 2023**

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

**PRESENT:** Helen Gordon – Hudson; Owen Sweeney – Lander; Frank Welty – Dubois; Hal Herron – Riverton; Ben Barto – Dubois; Joel Highsmith – Shoshoni; Krista Lobera – Lander; Julie Buller – Riverton; Kip Post – County

**ABSENT:** Erika Yarber – County

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

**GUESTS:** Gary Weisz – Shoshoni; Mayor Patricia Neveaux – Dubois; Budd Betts – Dubois; Representative Pepper Ottman – Riverton

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

**REVIEW & APPROVE AGENDA:** Frank Welty moved to approve the Agenda. A request was made by Joel Highsmith to add a discussion about the WRVC's Board Meeting schedule. The initial motion to approve the Agenda died. Helen Gordon stated that she does not agree with amending the Agenda the day of the meeting, and Kip Post disagreed, stating that things come up last minute. The Board added the discussion about the WRVC's board meeting schedule after item 10. Joel Highsmith moved, and Kip Post seconded to approve the amended Agenda. Helen Gordon voted against; all others were in favor. Motion carried.

**PUBLIC COMMENTS:** Budd Betts introduced himself. He stated that he is currently serving an at-large position on the Wyoming Office of Tourism Board.

Gary Weisz announced an annual haunted house, which takes place October 27 and 28 from 6 to 9 p.m. in the basement of the Senior Center, Shoshoni.

Representative Pepper Ottman thanked the Wind River Visitors Council for attending the 2023 State Shooting Complex Oversight Task Force Meeting on September 27.

Mayor Neveaux introduced herself and said she would like to attend more WRVC Board Meetings.

**APPROVAL OF JULY 27, 2023 MINUTES:** Julie Buller moved, and Frank Welty seconded to approve the July Minutes. Motion carried unanimously.

**TREASURER'S REPORT:** Helen Gordon and Helen Wilson presented the Treasurer's Report.

- A. Hal Herron asked if the coding was sorted with the accountant and Helen Wilson confirmed that it was. Hal also asked about budget lines 8025 (Direct Marketing, Leads, Online Marketing and Social Media), 8100 (Community Planning and Training) and 8325 (Fulfillment Program), which Helen Wilson addressed. The Board voted to approve the Financial Report. Motion carried unanimously.

**SECOND AMENDMENT TO THE JOINT POWERS AGREEMENT—DISCUSSION:**

Helen Wilson explained the draft second amendment to the Joint Powers Agreement. The Board discussed the process of budget revisions, which are part of the draft second amendment. Helen Wilson stated that the second amendment will need to be presented to the municipalities and the County, and requested help from Representatives. She also said that the draft should be approved by the WRVC Board before it goes to the municipalities and the County. Mayor Neveaux commented that the Board should consider having the governing bodies come to the WRVC to discuss any budget revisions, or to do it over Zoom, instead of by email. Kip Post moved to remove the last paragraph of the proposed amendment and submit it to the municipalities, and Julie Buller seconded. Hal Herron proposed to keep that amendment, but to add a question mark, and Helen Gordon recommended that the amendment should say “draft,” and the Board agreed. Kip Post amended his motion to not remove the last paragraph and to submit a draft proposed second amendment to the governing bodies, and Julie Buller seconded. Motion carried unanimously.

**EMPLOYEE PERSONNEL MANUAL DISCUSSION:** Hal Herron said the compensation committee has created a guidelines document, which will serve as an addendum to the employee personnel manual. This document addresses salary and bonuses. Helen Wilson will review the newest version of the proposed Employee Personnel Manual and the Guidelines document and offer feedback, before the document is sent to the full Board.

**TAD PROGRAM DISCUSSION:** Helen Wilson discussed the TAD Program and expressed a need to revise it to clarify how TAD funds can be spent. She’ll do this and will submit it to the Board for approval at the November meeting.

**COMMUNITY ENGAGEMENT MANAGER POSITION UPDATE:** Melanie Hoefle’s last day is October 6, and Jenni Brennan starts on October 9.

**PUBLIC OFFICER TRAINING:** Helen Wilson provided an update on who has taken the required public officer training. The next opportunity for an online training is on October 24. Krista Lobera is signed up for it.

**MEETING SCHEDULE:** The WRVC once again discussed having monthly, instead of bi-monthly meetings. The Board agreed that the new Board Meetings could be over Zoom and

that the schedule would likely need to be flexible. Owen Sweeney stated that he would caution switching to monthly meetings due to the amount of time it takes for both staff and Board Members. Kip Post suggested mandatory regular bi-monthly meetings with optional project meetings every other month. Budd Betts suggested an annual retreat for the WRVC Board and staff, in lieu of monthly meetings. Kip Post moved to have monthly meetings starting July 2024, and Joel Highsmith seconded. Ben Barto, Helen Gordon, Krista Lobera and Owen Sweeney voted against; all others were in favor. Motion carried. Kip Post then moved to have annual retreats, and Julie Buller seconded. Motion carried unanimously.

**DIRECTOR'S REPORT:** Helen Wilson presented the Director's Report which included updates on the CPA audit and the Destination Development Program. She discussed recent conferences, as well as upcoming ones. Helen also discussed the Business After Hours and Community Event on September 21, the Fall Press Trip from September 21 to 24, the 2023 State Shooting Complex Oversight Task Force Meeting on September 27, a presentation that she did for Lander Rotary on September 27 and The New Fly Fisher episode, which is being filmed from September 25 to 30. She also shared media featuring Wind River Country, website statistics and social media statistics.

Frank Welty played a video created by Destination Dubois.

There being no further business to come before the Board, the meeting adjourned at 12:20 p.m.

Respectfully submitted, Melanie Hoefle.