



## Ocracoke Civic & Business Assn., Inc.

**Draft minutes: Monday, January 8, 2018. 8:30 a.m.**

**Gaffers Sports Pub**

Called to order 8:30 a.m.

Board members attending: Rudy Austin, Justin LeBlanc, Wayne Clark, Martha Garrish, Ashley Harrell, Sharon Brodisch (arr. 8:45), Chip Stevens (arr. 8:35), Helena Stevens (left 9:55) as travel & tourism director, and Kathryn Waldrop as administrative assistant. Absent: John Giagu, Melinda Sutton, Connie Leinbach

**Minutes:** The minutes of the December 11 board meeting were approved. A **Motion** for approval by Rudy seconded by Wayne

**Treasurers Report:** Wayne reported that the Checking Balance is \$46,993; and the CD balance is \$34,197. The Pirate Jamboree budget was over \$5,100 due to lodging and an additional pirate crew. A **Motion** to transfer funds from spring/fall event budget (\$4,713) to Pirate Jamboree made by Justin and seconded by Martha.

### **Tentative Schedule for 2018 Board/Civic Meetings:**

*OCBA board* at Gaffers at 8:30 a.m.: Monday, Jan. 8, Monday, Feb. 12 (contributor input: 10 a.m.); Monday, March 12.

In small visitors center Community Square: Monday, April 9 (contributor input: 10 a.m.); Monday, May 14; Monday, June 11 (contributor input: 10 a.m.); Monday, July 9; Monday, Aug. 13 (contributor input: 10 a.m.); Monday, Sept. 10; Monday, Oct. 8 (contributor input: 10 a.m.); Monday, Nov. 12.

At Gaffer's: Monday, Dec. 10 (contributor input: 10 a.m.).

*Dates of Civic Affairs meetings*, 6 p.m. Community Center: Feb. 7, April 11, June 13, Aug. 8, Oct. 10 and Dec. 12.

**Pirate Jamboree:** OCBA to reach out and try to get State representation for BPJ event. Board to draft a letter encouraging them to attend and book lodging early.

**Travel & Tourism Director:** Board minutes, meetings, and civic meetings to be posted in Grothzone for all contributors to see. Accounts receivable from Growthzone is \$1,152. There are 5 businesses that have not paid for their membership, will be collected this week. The walking map is with designer, ready for delivery on Feb 15. Eduardo's requested to use the little visitor center to sell his merchandise and sell small snacks and offered to pay the monthly rent. Board declined request to avoid favoritism.

**Christmas Decorations:** The decorations will be coming down Jan 8. There is a \$1,000 budget for Christmas decorations. A 20 ft. fake “community” Christmas tree and fake garland to be bought. **Motion** to approve purchase made by Martha seconded by Ashley.

**Island Inn:** The purchase has not gone through yet. They are still waiting on funding. Possibility of moving the OCBA “little visitor center” to the Inn. Tabled until a later date.

**OT and TDA meeting/contract:** OCBA to prepare a budget to present to the Occupancy Tax board by next meeting. OCBA to draft a contract between the two boards to determine which board does what. Wayne and Justin to create budget.

**Civic Membership:** There is a concern within the community about what does someone get when they become a civic member. While the civic meetings are open to the public, unless they are a member they cannot vote. Business contributors are also civic members.

**Race Committee Request:** Race committee requested \$4,000 for advertising and marketing purposes. Tabled to next meeting, for a discussion with Angie on making it a two-day event.

**Events Committee:** Events Committee to have a meeting with Owl Productions about partnering with them on glow light parties for 4<sup>th</sup> of July. Schedule for 4<sup>th</sup> of July is almost finalized. Waterfowl Festival to be on April 21 and have vendors, food, and demonstrations. Helena and Kathryn to help with advertising of the event once budget is presented.

Meeting adjourned 10:05a.m.