

Iberia Parish Tourist Commission
Board Minutes
November 22, 2022

Tammy Gordon called the regularly scheduled meeting of the Iberia Parish Tourist Commission to order at 10:34 A.M. at the Iberia Parish Tourist Commission Office located at 2513 LA-14, New Iberia, LA 70560.

Present:

Tammy Gordon
Heidi Martin
Joyce Buller
Germaine Comeaux

Liz Bodin (via phone—monitoring meeting only)
Phebe Hayes (via phone—monitoring meeting only)

Absent:

Kristen Bourque

Public:

Brittany Racca
Evelyn Ducote
Mike Tarantino
Andy Shealy
Doobie Justice

A motion was made by Heidi Martin, seconded by Germaine Comeaux to approve the November 22, 2022 agenda. Motion carried unanimously.

A motion was made by Heidi Martin, seconded by Joyce Buller, to approve the October 2022 minutes. Motion carried unanimously.

A motion was made by Germaine Comeaux, seconded by Heidi Martin, to approve the October 2022 Financials. Motion carried unanimously.

The Chairman asked the Board to discuss and consider several intradepartmental budget adjustments for submission to IPG Accounting:

a) Transfer \$20,000 from differed income to account(s) 1690-431000-6420-0000-1074 and 1690-557000-6420-0000-1074 Publicity. A motion to approve the transfer was made by Heidi Martin, seconded by Germaine Comeaux, and passed unanimously.

b) Transfer \$15,000 from account 1690-5557000-6420 Publicity to account 1690-5553000-6420 Communications. A motion to approve the transfer was made by Heidi Martin, seconded by Germaine Comeaux, and passed unanimously.

c) Transfer \$500.000 from account 1690-557000-6420 Publicity to account 1690-562000-6420 Utilities. A motion to approve the transfer was made by Heidi Martin, seconded by Germaine Comeaux, and passed unanimously.

The Chairman asked the Board to discuss and consider approval of a Commission Credit Card through Community First Bank (\$5,000 limit) to be used by the Executive

Director for Commission business purchases. On a motion by Germaine Comeaux, seconded by Heidi Martin, the motion was passed unanimously.

The Chairman asked the Board to discuss and consider authorizing the Chairman to sign an audit engagement letter with Postlethwaite & Netterville for financial review/audit for FY end December 31, 2022. A motion was made by Heidi Martin to approve entering into the engagement with Postlethwaite & Netterville. The motion was seconded by Germaine Comeaux, and passed unanimously.

The Chairman asked the Board to discuss and consider approval of a contract with Kap-Tel for telephone services (\$192.79/mo. for five years) and authorize Executive Director Michael Tarantino to sign the contract. A motion was made by Heidi Martin, seconded by Germaine Comeaux, to approve entering into the contract with KapTel, pending legal review and approval. The motion passed unanimously.

The Chairman asked the Board to discuss and consider approval of the IT services quote from Copynet to remove Tourist Commission IT information from Iberia Parish Government system and set up the Tourist Commission with their own on-site IT services and equipment. (Equipment- \$3,129.01 and Labor- \$4,888.75, Totaling = \$8,017.76) A motion to approve the costs as presented by Copynet was made by Heidi Martin, seconded by Joyce Buller, and passed unanimously.

The Chairman asked the Board to discuss and consider approval of Cox Business for internet services. A motion to approve selecting Cox as the Tourist Commission's internet service provider was made by Germaine Comeaux, seconded by Heidi Martin, and passed unanimously.

The Chairman asked the Board to discuss and consider authorizing the Executive Director and Chairman to sign all necessary paperwork to execute a CEA with the State of Louisiana for funds appropriated to the Commission in Act 199 of the 2022 Legislative Session (State Visitor Enterprise Funds). A motion by Heidi Martin to approve the Executive Director and Chairman to sign the CEA was seconded by Joyce Buller and passed unanimously. Discussion was held regarding having all entities receiving funds from the Tourist Commission as stated in Act 199 sign CEAs with the Commission for their funding. All concurred that would be a good idea, and Andy Shealy said he would draft the required documents with the other entities.

The Chairman asked the Board to discuss and consider approval of the proposed FY 2023 budget as presented. Review of the proposed budget for FY 2023 was held. A motion to approve the proposed budget as presented was made by Germaine Comeaux, seconded by Joyce Buller, and unanimously approved.

Executive Director's Report:

- Congratulated Phebe Hayes on the Country Roads Article about the opening of the Iberia African American Historical Society's Center for *Research & Learning* on the second floor of the Shadows-On-The-Teche visitor's center. Phebe stated that it is a great story, recognizing New Iberia as a great place with a long community history. Ms. Hayes stated that the opening went well, with a standing room only crowd. She noted this was a first-of-kind facility, and could be used as a model for other communities to emulate with their own historic sites.
- Mike noted that he attended the George Rodrigue Park ribbon-cutting ceremony.

- Stated that he and Brittany Racca had dinner with the German bloggers and it went well.
- Announced that he will attend the LTA meeting on December 6th and 7th in New Orleans.
- Noted that he will add events and tourist info to the list for the local update he gives on KANE Radio-1240 on the 2nd Friday of each month.
- Ms. Gordon noted that she likes meetings on the 3rd Tuesday of the month instead of the 4th Tuesday. With that said, staff recommended that the date of the December meeting be changed to Tuesday, December 20th instead of the 27th. Staff will poll board members on the change of date for the December meeting and notify everyone if the date will be changed to the 20th.

Germaine Comeaux:

- Noted that there was a Governor Blanco Q&A at the Bayou Teche Museum last week and it went very well. Paul Schexnayder received a grant for his new children's book on the life of Governor Blanco, and talked about his book at the Q&A.
- Noted the George Rodrigue Park ribbon-cutting was last Saturday.
- Announced that Iberia Cultural Resources will be having a free holiday concert event On November 27th at 3:00pm at St. Peter's Church.
- Announced that IPAL will be performing "She loves Me" December 9th – 18th.

Joyce Buller:

- Noted that she has enjoyed her time on the Board, since her term will end at the end of the year. The Board thanked Ms. Joyce for her time on the Board.

Heidi Martin:

- Stated that the Gumbo Cookoff went very well.
- Announced that the Very Berry Christmas event will be held on December 10th and there will be a Christmas parade that same night.
- Noted that Lt. Governor Billy Nungesser will be participating in the Macy's Thanksgiving Parade and New Year's Rose Parade with Louisiana themed floats. Noted the parades will be televised.

Tammy Gordon:

- Announced that December 3rd will be the last Delcambre Seafood and Farmer's Market for the year.
- Announced that December 10th will be the Project Graduation Kickoff for Delcambre High School.

Mike Tarantino:

- Reviewed the Economic Indicators

A motion to adjourn was made by Heidi Martin, seconded by Germaine Comeaux the motion passed unanimously and the meeting was adjourned.