



## **AGENDA**

### **Board of Directors Meeting**

**Wednesday, November 17, 2021 | 2:00 pm**

**NC EXTENSION OFFICE - RANDOLPH COUNTY |**

**1003 S FAYETTEVILLE STREET | ASHEBORO, NORTH CAROLINA**

- I. Call to Order – David Caughron, Chairman
- II. Roll Call of Board Members – Amber M. Skeen, Clerk to the Board
- III. Request to Approve November 17, 2021, Agenda – David Caughron
- IV. Request to Approve Board of Director’s Meeting Minutes from October 20, 2021 - David Caughron
- V. Update on Reappointment of TDA Board Members – Amber Scarlett, Executive Director
- VI. Update on I-73/74 Visitor Center Staff - Introduction of Erin Perkins & Mary Carole Thorsen – Amber M. Skeen
- VII. Request to Approve the Randolph County Tourism Development Authority Leave Advancement Policy (LAP) – Amber Scarlett
- VIII. Finance Reporting – Suzanne Dale
  - *Finance Report for Month-Ending October 31, 2021*
- IX. Hotel Data Reporting – Amber Scarlett
  - *Hotel Data Report for Month-Ending September 30, 2021*
  - *Hotel Data Report for 3<sup>rd</sup> Quarter Month-Ending September 30, 2021*
- X. I-73/74 Visitor Centers Data Reporting – Amber M. Skeen
  - *Attendance Data Comparison & Guest Registrant Reports for Month-Ending Ending October 31, 2021*

- XI. Public Relations Report – Susan Dosier, DK Communications Group
  - *Public Relations Report for Month-Ending October 31, 2021*
- XII. Visual Advertisement Reporting – Richard Schoenberger, Manor House Graphics
  - *Advertising Report for Month-Ending October 31, 2021*
- XIII. Tourism Recovery Updates– Amber Scarlett
- XIV. Announcement of December Board Meeting – Amber Scarlett
- XV. Board Member Updates – David Caughron
- XVI. Request to Adjourn – David Caughron

Next Board of Directors Meeting  
*Wednesday, December 15, 2021, 2021 | 2 pm*  
*Valerie H. Schindler Wildlife Learning Center*  
*2663 Old Cox St*  
*Asheboro, NC 27205*