



## **AGENDA**

### **Board of Directors Meeting**

**Wednesday, May 18, 2022, | 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 May 18, 2022 Agenda – David Caughron
- IV. Request to Approve Board of Director’s Meeting Minutes from April 27, 2022 - David Caughron
- V. Update for 2022 - 2023 from RhinoLeap Productions – Tom Osteen, Executive Director
- VI. Public Hearing on the 2022/23 Authority Proposed Budget – Amber Skeen, Director of Office Administration
- VII. Presentation of 2022/23 Authority Budget Proposal – Suzanne Dale, Finance Officer & Amber M. Skeen
- VIII. Update of 2022/23 Contracted Services and Advertising/Marketing Contracts – Amber Scarlett, Executive Director
- IX. Finance Reporting – Suzanne Dale, Deputy Finance Director
  - *Finance Report for Month-Ending April 30, 2022*
  - *Approval of Budget Amendment #2022\_06*
- X. Hotel Data Reporting – Amber Scarlett
  - *Hotel Data Report for Month-Ending April 30, 2022*

- XI. I-73/74 Visitor Centers Data Reporting – Amber M. Skeen, Director of Office Administration
  - *Attendance Data Comparison & Guest Registrant Reports for Month-Ending Ending April 30, 2022*
- XII. Public Relations Report – Susan Dosier, DK Communications Group
  - *Public Relations Report for Month-Ending March 31<sup>st</sup> & April 30, 2022*
- XIII. Visual Advertisement Reporting – Richard Schoenberger, Manor House Graphics
  - *Advertising Report for Month-Ending April 30, 2022*
- XIV. Tourism Recovery Updates– Amber Scarlett
- XV. Board Member Updates – David Caughron
- XVI. Request to Adjourn – David Caughron

**Next Board of Directors Meeting**  
*Wednesday, June 15, 2022, | 2 pm*  
NC Extension Office - Randolph County |  
1003 S Fayetteville Street | Asheboro, North Carolina