



## AGENDA

### Board of Directors Meeting

Wednesday, August 17, 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 August 17, 2022, Agenda – David Caughron
- IV. Request to Approve Board of Director’s Meeting Minutes from June 15, 2022 - David Caughron
- V. Update on ZooKeepers Baseball & American Legion Tournament - Dennis Garcia, General Manager ZooKeepers Baseball
- VI. Finance Reporting – Suzanne Dale, Deputy Finance Director
  - *Finance Report for Months-Ending June 30<sup>th</sup> & July 31<sup>st</sup>*
  - *Request for Approval of Budget Amendment #2023\_01 & #2023\_02 & #2023\_03 & #2023\_04*
- VII. Hotel Data Reporting – Amber Scarlett, Executive Director
  - *Hotel Data Report for Months-Ending May 31 & June 30<sup>th</sup>*
  - *Hotel Data Reports for Second-Quarter Hotel Data Reports*
- VIII. I-73/74 Visitor Centers Data Reporting – Amber M. Skeen, Director of Office Administration
  - *Attendance Data Comparison & Guest Registrant Reports for Months-Ending Ending June 30<sup>th</sup> & July 31<sup>st</sup>*
  - *Attendance Data Comparison Report for Second-Quarter Visitor Center Reports*
- IX. Public Relations Report – Susan Dosier, DK Communications Group
  - *Public Relations Report for Months-Ending June 30<sup>th</sup> & July 31<sup>st</sup>*

- X. Visual Advertisement Reporting – Richard Schoenberger, Manor House Graphics
  - *Advertising Report for Months-Ending June 30<sup>th</sup> & July 31<sup>st</sup>*
- XI. Recap from Annual Staff Planning Retreat – Amber Scarlett
- XII. Board Member Updates – David Caughron
- XIII. Request to Adjourn – David Caughron

Next Board of Directors Meeting  
*Wednesday, September 21, 2022, | 2 pm*  
NC Extension Office - Randolph County |  
1003 S Fayetteville Street | Asheboro, North Carolina