



AGENDA

Board of Directors Meeting

Wednesday, November 16, 2022, | 2:00 pm

Randolph County Tourism Development Authority

Phil Kemp Meeting Room | 500 Albemarle Rd Asheboro, NC

- 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 16, 2022, Agenda – David Caughron
- IV. Request to Approve Board of Directors Meeting Minutes from October 19, 2022 - David Caughron
- V. Update on I-73/74 Visitor Centers NCDOT Contract – Amber Scarlett, Executive Director & Amber Skeen, Director of Office Administration
- VI. Introduction of I-73/74 Visitor Center Staff – Shelly LaCoss – Annette Cagle, Director of Visitor Services & Information
- VII. Finance Reporting – Will Massie, Finance Director
 - *Finance Report for Month-Ending October 31, 2022*
 - *Request for Approval of Budget Amendment #2023_07*
- VIII. Hotel Data Reporting – Amber Scarlett
 - *Hotel Data Report for Month-Endings October 31, 2022*
 - *Hotel Data Report for 3rd Quarter Month-Ending September 30, 2022*
- IX. I-73/74 Visitor Centers Data Reporting – Amber M. Skeen,
 - *Attendance Data Comparison & Guest Registrant Reports for October 31, 2022*
 - *Attendance Data Comparison Report for 3rd Quarter Month-Ending September 30, 2022*

- X. Public Relations Report – Susan Dosier, DK Communications Group
 - *Public Relations Report for Month-Ending October 31, 2022*
- XI. Visual Advertisement Reporting – Richard Schoenberger, Manor House Graphics
 - *Advertising Report for Month-Ending October 31, 2022*
- XII. Announcement of December Board Meeting – Amber Scarlett
- XIII. Board Member Updates – David Caughron
- XIV. Request to Adjourn – David Caughron

Next Board of Directors Meeting

*Wednesday, December 14, 2022, | 12 pm – luncheon & awards
presentation with meeting to follow*

Lucks Cannery | 798 NC Hwy 705 E, Seagrove, NC 27341