

MINUTES

Durham Convention & Visitors Bureau
Tourism Development Authority Meeting
101 East Morgan Street
Tuesday, October 25, 2011, 3:00 PM

Board Present

Newman Aguiar
Summer Bicknell
Cora Cole-McFadden
Deanna Crossman

Wib Gulley
Brenda Howerton
Ron Hunter

Bill LeFevre
Scott Selig
Mary Simpson

Board Absent

Carl Webb

Staff Present

Shelly Green

E'Vonne Coleman-Cook

Guests Present

Jim Winston and Jeremy Edmunds, Winston, Williams, Creech, Evans & Company, LLP

At 3:06 p.m. Chairman Wib Gulley called the meeting to order. The Board took the following actions:

- Reviewed, discussed and accepted the Presidents Progress Report (attached).
- Voted to approve the minutes of the September 27, 2011 meeting (attached).
- Voted to accept the Financial Status Report as of September 30, 2011 (attached).
- Voted to accept the pre-NCLGC draft of the annual financial audit from Winston, Williams, Creech, Evans, & Company, LLC, CPA (attached). Received favorable comments from auditors regarding DCVB's staff and the Bureau's improved financial position.
- Reviewed the tutorial on conducting the President's Performance Evaluation.
- Voted to approve a bank resolution to open a new checking account at Key Source Bank and to transfer existing assets into the new account.
- Discussed and provided input to staff on the honorees for the Annual Tribute Luncheon.

At 4:38 p.m., Chairman Gulley adjourned the meeting.

Respectfully Submitted,



Deanna Crossman
Secretary/Treasurer