

**MINUTES
HOTEL / MOTEL BOARD
SPECIAL MEETING
THURSDAY, APRIL 7TH, 2016
5:00 P.M.**

THE HOTEL / MOTEL BOARD MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE, PRYOR CREEK, OKLAHOMA AT THE ABOVE DATE AND TIME.

BOARD MEMBERS: **TARA WALLACE, TRACEY DEAN, JEFF YATES AND EVETT BARHAM

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:05 p.m. by Chairman Tara Wallace. Members present: Chairman Tara Wallace, Jeff Yates, and Tracey Dean. Members absent: Evett Barham.

Others present: Pryor Area Chamber of Commerce Director Barbara Hawkins, Pryor Chamber of Commerce Representative Sarah Vaughn, Pryor Main Street Director B.J. Cummings.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF FEBRUARY 8TH, 2016 SPECIAL MEETING.

Motion was made by Dean, second by Yates to approve minutes of February 8th, 2016 special meeting. All voted yes.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE HOTEL MOTEL TAX GRANT EXPENSE REPORTS RECEIVED FOR FY 2015 – 2016:

RECIPIENT	EVENT	AWARDED AMOUNT	DATE EVENT HELD	EXPENSE REPORT RECEIVED	REPORTED AMOUNT SPENT
PACC	Parade of Lights 2015	\$2,500.00	December 4, 2015	\$2,500.00	\$2,783.60

Motion was made by Yates, second by Dean to approve Hotel / Motel Tax Grant Expense Report for Parade of Lights 2015 from Pryor Area Chamber of Commerce in the amount of \$2,500.00 for FY 2015 – 2016. All voted yes. (*Scrivener's error: Expense Report Received should have stated on March 31st, 2016.*)

4. DISCUSS ITEMS POSSIBLY TO BE PLACED ON NEXT BOARD MEETING AGENDA:

a. REVIEW AND APPROVAL OF FINAL HOTEL / MOTEL TAX GRANT EXPENSE REPORTS FOR FY 2015 – 2016.

- 1. PRYOR MAIN STREET: DAD'S DRAG MAIN TO BE HELD JUNE 18TH, 2016**
- 2. PRYOR AREA ARTS AND HUMANITIES: MISSOULA CHILDREN'S THEATER TO BE HELD ON JUNE 13 -17, 2016.**

These items were tabled until June 2016.

b. DISCUSS ADVERTISING FOR FY 2016 – 2017 REVIEW.

Discussed prepress to begin mid-May. The PACC will push an email blast and Chairman Wallace will post in the newspapers advertising when the application period is open.

c. APPLICATION & LETTER OF INTENT SUBMITTAL PERIOD FOR FY 2016 – 2017 REVIEW.

The Board agreed the Applications and Letter of Intent Submittals are due by June 30, 2016.

5. MAYOR'S REPORT:

a. SPECIAL EXCEPTIONS FOR FUNDING YEAR 2016-2017

This item was tabled until the next meeting.

6. SCHEDULE NEXT BOARD MEETING.

The Board agreed to meet again Thursday, June 30, 2016 at 5:00 p.m.

7. ADJOURN.

Motion was made by Dean, second by Yates to adjourn. All voted yes.