

CONVERSE COUNTY TOURISM PROMOTION BOARD

Dec. 20., 2018 • 5:00 p.m. • Douglas, Wyo. • Ruthe James Williams Memorial Conference Center

Members Present: Jamie Sullivan (6/2021, Douglas) • Jane Garber (6/2019, County) • Jenna Thorburn (6/2019, Douglas) • Kim Pexton (6/2020, County) • Carl Kosters (6/2021, County) • Channis Tagart (6/2020, At Large).

Members Excused: Zach Martinez (6/2021, Douglas).

Board Vacancies: Vacancy (6/2019, Glenrock) • Vacancy (6/2021, Glenrock)/

Guests Present: James Goodrich, Wyoming State Fair Director • Cindy Porter, Executive Director of The Enterprise • Jessica Saliga, Tourism Representative to The Enterprise Board of Directors

2019 Platte River Photography Show: \$2,455 is to be encumbered in the Douglas Account for purposes of advertising the 2019 Photography Show.

Financial Report: Checking balance as of Nov. 30, 2018 was \$10,965.40. The November 2018 financials were approved as presented. Revenue for November 2018 was \$42,054.81.

Board members voted to encumber the below listed funds:

Item	Amount	Account
2019 Activity Guide	\$11,000.00	Four-way split between Douglas, Glenrock, Wyoming State Fair, and Discretionary
eNews	\$3,600.00	Four-way split between Douglas, Glenrock, Wyoming State Fair, and Discretionary
Madden Media ThatsWY	\$5,791.85	Four-way split between Douglas, Glenrock, Wyoming State Fair, and Discretionary
True West Magazine	\$3,920.00	Four-way split between Douglas, Glenrock, Wyoming State Fair, and Discretionary

November 2018 Meeting Minutes: The minutes were approved as presented.

Invoices: A motion to approve invoices totaling \$12,386.50 was approved.

INVOICE #	Grant or Account	PAYABLE TO:	ADDRESS:	TOWN:	ZIP:	PURPOSE:	SUBMITTING PARTY:	ACCOUNT:	AMOUNT:	CHECK #
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12.2018-1	Admin.	Magnuson & Associates, LLC	1954 Richards Street	Douglas	82633	Bookkeeping	Magnuson & Associates, LLC	Administrative	\$514.00	7344
12.2018-2	Admin.	U.S. Postal Service	129 N. 3rd St.	Douglas	82633	PO Box Rental for 2019	U.S. Postal Service	Administrative	\$54.00	7345
12.2018-3	Admin.	Sagebrush Marketing, LLC	1286 Upton Fairview Road	Newcastle	82701	November admin contract, expenses	Sagebrush Marketing, LLC	Administrative	\$1,200.00	7346
12.2018-4	Split	Sagebrush Marketing, LLC	1286 Upton Fairview Road	Newcastle	82701	Marketing work, November 2018	Sagebrush Marketing, LLC	Douglas (encumbered)	\$600.00	7347
12.2018-5	#9.2018-1 Cowboy Christmas	Douglas Broadcasting	PO Box 135	Douglas	82633	Radio ads for Cowboy Christmas	Douglas Broadcasting	Douglas (encumbered)	\$703.50	7348
12.2018-6	#9.2018-1 Cowboy Christmas	KCWY	141 Progress Circle	Mills	82644	TV ads for Cowboy Christmas	The Enterprise	Douglas (encumbered)	\$1,000.00	7349
12.2018-7	#DouglasBudget_2018Weekly	Douglas Budget	PO Box 109	Douglas	82633	Weekly event ads in November	Douglas Budget	Douglas (encumbered)	\$996.00	7350
12.2018-8	#TableTents_2018	Douglas Budget	PO Box 109	Douglas	82633	December table tents	Douglas Budget	Douglas (encumbered)	\$222.00	7351
12.2018-9	#CST_2018	Casper Star Tribune	PO Box 540	Waterloo IA	50704-0540	Weekly ads	Casper Star Tribune	1/3 Douglas; 1/3 Glenrock; 1/3 Discretionary	\$659.00	7352
12.2018-10	Admin.	Sagebrush Marketing, LLC	1286 Upton Fairview Road	Newcastle	82701	Reimburse for state tourism conference registrations	Sagebrush Marketing, LLC	Administrative	\$838.00	7353
12.2018-11	WSF	Team Wyoming WNFR Breakfast	5611 High Plains Road	Cheyenne	82002	NFR Wyo breakfast sponsorship	WSF	WSF	\$500.00	7354
12.2018-12	Visitor Center	The Enterprise	130 S 3rd	Douglas	82633	Visitor Center • Nov./Dec. 2018	The Enterprise	Douglas (encumbered)	\$5,000.00	7355
12.2018-13	Admin.	Tegeler & Associates	PO Box 687	Douglas	82633	Dishonesty bond	Tegeler & Associates	Administrative	\$100.00	7356
									\$12,386.50	

Jackalope Art Contest: Efforts are underway to gather community input and move forward with a contest.

Jackalope Coins: Sagebrush Marketing was instructed to move forward in creating jackalope coin art and return to the board with a complete marketing plan based around the project.

Tourism Passport: Board members discussed a program to help local front-line tourism staff become more familiar with area sites and attractions. They asked that the idea be placed on the January agenda for further discussion.

2019 Meeting Dates • All Meetings at 5:00 p.m.

Jan. 17 • Library • Glenrock, Wyo.