



**TOWN OF YADKINVILLE  
TOURISM DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MEETING MINUTES**

**MAY 11, 2021**

**10:00 A.M.**

**TOWN HALL – COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET, YADKINVILLE NC 27055**

**TDA MEMBERS**

**(PRESENT/ABSENT):**

John Willingham

Jay Martin

Arup Patel

**TOWN OFFICIALS**

**PRESENT:**

Mike Koser – Town Manager

Shelia Weathers – Assistant Town Manager

Alex Potts – Town Clerk

Hunter Gooden – Finance Officer

Quorum is met – meeting proceeded.

**1. MEETING CALLED TO ORDER**

Chair John Willingham called the meeting to order at 10:01 A.M.

**2. APPROVAL OF MINUTES**

*Mr. Jay Martin moved to approve the minutes of the April 13, 2021 Tourism Development Authority Meeting. Mr. Arup Patel seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

### 3. NEW BUSINESS

- **INVOICES (Attachment #1)**

- Quote from James Williams & Co. for Map Pads – For a quantity of 10,000 the cost is \$2,592 plus charges to make changes. For a quantity of 5,000 the cost is \$1,888 plus charges to make changes.

Mr. Jay Martin explained that the TDA noticed Mr. Arup Patel's hotel, Days Inn, was missing from the amenities map that the Yadkin County Chamber of Commerce distributes to the public. Assistant Town Manager Shelia Weathers apprised the TDA of a quote received by James Williams & Company for corrected maps. She noted two purchase quantities of 5,000 or 10,000, and charges to make changes to the original map. After some discussion, it was the consensus of the Board to approve 10,000 maps for \$2,592 plus the additional charges for corrections.

*Mr. Jay Martin made a motion to approve paying half of quote Q21-045 for 10,000 maps to be printed at the price of \$2,592 plus additional charges for changes. Mr. Arup Patel seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

- VC3 Website Partnership Plan Monthly Invoice for May 2021 (*Budgeted Item 2020-21*) – \$100
- Yadtel (Downtown WiFi) – \$463.99 (*Budgeted Item 2020-21*)
- Starfire Pyrotechnics for 2021 Fourth of July Fireworks– \$6,000

*Mr. Jay Martin made a motion to approve the three invoices as presented. Mr. Arup Patel seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

- **GIBSON & COMPANY ANNUAL AUDIT CONTRACT FOR FISCAL YEAR 2021-2022 (Attachment #2)– \$2,190**

Finance Officer Hunter Gooden presented the TDA Board with the Gibson & Company Annual Audit Contract for fiscal year 2021-2022 in the amount of \$2,190.

*Mr. Jay Martin made a motion to approve the annual audit contract with Gibson & Company at \$2190. Mr. Arup Patel seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

- **REVIEW OF FISCAL YEAR 2021-2022 TDA BUDGET (Attachment #3)**

Finance Director Hunter Gooden noted changes that were made to the original budget, as follows:

- ❖ Annual Audit amount changed to \$2,190
- ❖ Added \$1,500 to Yadkin County Chamber of Commerce request
- ❖ Civil War Trail markers Sponsorship added for \$200
- ❖ Took \$1,000 out of Miscellaneous and moved it to Tourism-Related Expenditures for the maintenance of the Downtown Wifi

Town Manager Mike Koser noted that \$6,000 is spent annually for Trificient to monitor and maintain the Downtown Wifi. He plans to explore more cost efficient methods since the Towns contract with Trificient has expired.

*Mr. Jay Martin made a motion to approve the Fiscal Year 2021-2022 TDA Budget as presented. Mr. Arup Patel seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

#### **4. OTHER BUSINESS**

- **FINANCIALS – FINANCE DIRECTOR HUNTER GOODEN**

Finance Director Hunter Gooden presented the Board with the financials. He noted an additional month of Occupancy Tax collected, and .64 of interest collected.

- **2022 TDA MEETING SCHEDULE**

Assistant Town Manager Shelia weathers stated that since the 2021-2022 TDA Budget has been approved, a June meeting is not necessary. The TDA agreed and decided to cancel the June 8<sup>th</sup>, 2021 meeting and reconvene October 12, 2021.

Assistant Manager Weathers presented the 2022 TDA Meeting Schedule for the Boards consideration.

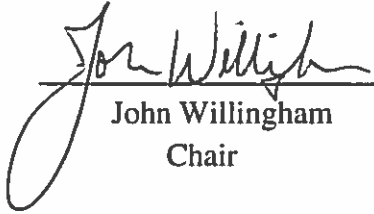
*Mr. Jay Martin made a motion to approve the 2022 TDA Meeting Schedule. Mr. John Willingham seconded the motion, and the motion passed unanimously.*

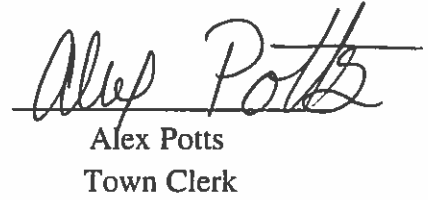
*Vote: 3/0*

5. **ADJOURNMENT**

*With no further business to discuss, Mr. Jay Martin moved to adjourn the TDA Board meeting. The motion was seconded by Mr. Arup Patel, and the motion passed unanimously. The Board adjourned at approximately 10:24 A.M.*

*Vote: 3/0*

  
John Willingham  
Chair

  
Alex Potts  
Town Clerk