

TOWN OF YADKINVILLE
TOURISM DEVELOPMENT AUTHORITY BOARD
SPECIAL CALLED MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JUNE 13, 2017

OFFICIALS PRESENT:

Sandy Thomas – Chair
John Willingham
Gloria Brown – Absent

STAFF PRESENT:

Town Manager: Perry Williams
Town Clerk: Shelia Weathers
Town Attorney: Ben Harding
Chamber of Commerce: Jamie Johnson

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Chair, Sandy Thomas at 1:04 p.m.

2. APPROVAL OF MINUTES

Chair, Sandy Thomas made a motion to approve the minutes as presented (listed below).
Gloria Brown seconded the motion and passed unanimously.
Vote: 3/0

- May 11, 2017 Special Called Meeting Minutes

3. NEW BUSINESS

- **Yadkinville TDA Budget Ordinance:**
Town Manager Perry Williams introduced Planning Advisor Richard Smith to the Board and his role going forward. Mr. Smith is contracting with the Town to manage the Yadkinville TDA beginning July 1, 2017.

Jamie Johnson presented the Yadkinville TDA Fiscal 2017-18 Year Budget to the board and staff. She went over each line item and explained the expenditures. She expanded on the current signed contracts approved by the TDA Board and the legalities. Attorney Ben Harding questioned whether it was a binding contract. Mr. Harding will further investigate the legal aspects of the contracts and report back to the board. John Willingham asked Jamie Johnson to provide a cost breakdown of the Visitor Center operations and staffing and the Town's cost to continue to be a part of it. Mr. Willingham further explained that the TDA would continue to support the Chamber with functions held within the Town. He noted that a request for individual fund allocations come before the board for consideration and approval.

5. ADJOURNMENT

With no further business to discuss, Mr. Willingham moved the meeting be adjourned. Mrs. Thomas seconded the motion and was approved unanimously. The meeting adjourned at approximately 11:40 p.m.

Vote: 2/0



Sandy Thomas, Chair



Shelia B. Weathers, Town Clerk

YADKINVILLE TOURISM DEVELOPMENT AUTHORITY BUDGET
ORDINANCE
FISCAL YEAR 2017-2018

WHEREAS, the proposed budget for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018 ('Fiscal Year 2018') was presented to the Yadkinville Tourism Development Authority Board on June 13, 2017 by the Executive Director of the Tourism Development Authority; and

WHEREAS, on June 13, 2017 the Yadkinville Tourism Development Authority held a public hearing on the budget pursuant to NC.Gen.State. §153A-155;

NOW, THEREFORE, BE IT ORDAINED by the Yadkinville Tourism Development Authority Board, meeting on the 13th day of June, 2017,

REVENUES:

Occupancy Tax Receipts	\$ 31,500
Fund Balance Appropriated	-0-
TOTAL	\$ 31,500

APPROPRIATIONS:

Tourism-Related Expenditures	\$ 7,630
Administrative	\$ 945
Professional Services	\$ 1,925
Public Relations & Marketing	\$ 21,000
TOTAL	\$ 31,500

GRAND TOTAL	\$ 31,500
-------------	-----------

This ordinance shall be the basis of the financial plan for the Yadkinville Tourism Development Authority during the 2017-2018 fiscal year.

The Yadkinville Finance Officer shall administer the Annual Operating Budget and shall insure that operating officials are provided guidance and sufficient details to implement the budget. The Finance Officer shall also establish and maintain all records consistent with this ordinance, and the appropriate state statutes of the State of North Carolina.

The Yadkinville Tourism Development Authority Executive Director shall be able to transfer up to \$1,000 between line items; however, the Board must approve any transfers in or out of the operating budget or salary-related line items or for capital projects.

A copy of this ordinance shall be furnished to the Executive Director and the Finance Officer of the Tourism Development Authority to be kept on file for direction in the disbursement of funds.

Adopted this 13th day of June, 2017.

ATTEST:



Sandra Thomas
Chair, Yadkinville Tourism Development Authority


Shelia B. Weathers
Town Clerk