

**CITY OF DELAFIELD
PROMOTIONAL & TOURISM COUNCIL AGENDA**

**TUESDAY, July 3rd, 2007
7:00-8:30 a.m.**

Chentis-Krueger Community Senior Center

Begin the meeting at the TOURISM COUNCIL OFFICE (6:50AM) and then walk down to meeting location.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVE MINUTES OF JUNE 5th, 2007
5. CITIZENS COMMENTS PERTAINING TO AGENDA AND/OR COMMENTS FROM TOURISM COUNCIL ON BEHALF OF CITIZENS.
 - A. AGENDA CREATION
 - B. OTHER
6. APPROVAL OF MONTHLY PAYMENTS FROM CHECKING ACCOUNT
 - A. VOUCHER LIST OF EXPENSES
 - B. CLARIFICATION OF TOURISM ADMINISTRATION SUPPORT BUDGET
(See contract item 5. Staff and Operating Expenses)
 - C. OTHER
7. EXECUTIVE COMMITTEE
 - A. DEFINE PURPOSE/ROLE OF EXECUTIVE COMMITTEE??
 - B. WHO ARE MEMBERS???
 - C. WHAT DOES CONSENT MEAN??
 - D. OTHER
8. OLD BUSINESS
 - A. EVENTS REPORT:
TASTE OF DELAFIELD/5 K RUN
INFORMATION STATION AT EVENT
 - B. ADVERTISING REPORT
TASTE OF DELAFIELD ADS (EXPENSES)
NEWSPAPER ARTICLES (FREE PROMOTION)
 - C. TOUR GROUPS & TRAVEL EDITORS REPORT
 - D. QUOTES
OFFICE EQUIPMENT (COPIER/FAX)
STRATEGIC PLANNING

E. OTHER

9. NEW BUSINESS

- A. APPROVE ___% OF NEWSPAPER ADVERTISING FOR TASTE OF DELAFIELD
- B. PROFESSIONAL PHOTOGRAPHER (SEE QUOTES, CONSENT FORMS)
- C. EVENTS REPORT:
DELAFIELD DAYS
COLONIAL ENCAMPMENT
GALLERY NIGHT
- D. FUNDING FOR ENCAMPMENT 2008 (in 2007 Tourism Council donated \$4500 to the encampment and also financed advertising many print ads in the Chicago area.)
- E. CITY OF DELAFIELD BUDGETING FOR 2008 (SEE TIMELINE FROM MARIE WILLIAMS)
- F. EXTRA NET DATA ENTRY (VIEW CURRENT ONLINE SAMPLE & MAKE DECISIONS ABOUT FUTURE LISTINGS)
- G. PERMISSION TO OBTAIN A MARKETING INTERN FOR FALL 2007
- H. LIST OF PLACES TO ADVERTISE FOR THE REST OF THE FISCAL YEAR
- I. OTHER

10. MOTION TO ADJOURN

Persons requiring an interpreter or other assistance should contact the City Administrative office 72 hours prior to the meeting. Notice is hereby given that a majority of the Common Council, Plan Commission, Public Works Committee, and/or Library Board may be present at the meeting of the Promotional and Tourism Council scheduled for July 3, 2007 to gather information about a subject in which they are interested. This constitutes a meeting of the PWC/Plan Commission pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Ws. 2d553, 494 N.W. 2d 408 (1993), and must be noticed as such.