

Tourism Commissioners:
Fred Marrero, Larry Fehrm, Paul Murphy, George Bogdanovich, Jim Behrend & Erin McDonald
Alternate: Susan Buchanon & Alderman Rep: Mark Schaefer

Tuesday, **November 14, 2023** | 7:30 AM | City Hall, Council Chambers | 500 Genesee St.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

Time: 7:30AM

Present:

Fred Marrero
Larry Fehrm
Paul Murphy
George Bogdanovich
Jim Behrend
Erin McDonald
Susan Buchanon
Alderman Rep to Tourism: Mark Schaefer

4. Citizen Comments

Mary Daniel advised the annual Christmas at the Inn will be held at The Delafield History Center & Hawks Inn on December 2, 2023 from 1pm to 4pm.

5. Motion to convene into closed session pursuant to the provisions of Wis. Stat. 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to review potential Marketing Supplier Proposals for 2024.

Motion by Fred Marrero to convene into closed session pursuant to the provisions of Wis. Stat. 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to review potential Marketing Supplier Proposals for 2024. Second by Mark Schaefer.

Roll Call Vote (AYE/NAY):

Fred Marrero Aye
Larry Fehrm Aye
Paul Murphy Aye
George Bogdanovich Aye
Jim Behrend Aye
Erin McDonald Aye
Susan Buchanon Aye
Mark Schaefer Aye

6. **Motion Carried.**

Time Entered into Closed Session: 7:34am

7. Motion to reconvene into Open Session

Time Reconvene: 8:52AM

Motion by Paul Murphy with a second by Larry Fehrm to reconvene into Open Session at 8:52AM. Approved by all Commissioners. Motion carried.

8. Discussion and possible action on Closed Session

Tourism Commissioners asked Deb Smith to schedule a Special Meeting for Wednesday November 29th, 2023 @ City Hall, Common Council Chambers, for another Closed Session, specifically to review and discuss the results of the Marketing Supplier Proposals shared at today's meeting.

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9. Consent Agenda: Minutes Approval

Discussion and possible action to review and approve prior month(s) Minutes, specifically a motion to approve minutes from the August 22, 2023 Delafield Promotion & Tourism meeting. (September meeting was cancelled.) **Motion by Mark Schaefer with a second by Paul Murphy to approve the August 22, 2023 meeting minutes. There was no further discussion, and the Minutes were approved.**

10. New Business

A. City of Delafield Holiday Tree Lighting - November 17, 2023, 5PM to 6PM: **Deb smith advised the annual Tree Lighting event is scheduled for this Friday and everything is ready to go.**

11. Old Business

A. Exterior Staining of 421 Main Street has been completed by Hoppe Painting: **Deb Smith advised the building looks beautiful.**

12. 2024 Delafield Promotion & Tourism Budget (Commission Approved 8-22-23)

A. The Annual Budget Workshop occurred on October 24, 2023: **Deb Smith advised she presented the Delafield Promotion & Tourism 2024 Budget to Common Council, Mayor and other city Department Heads. She heard the presentation went well and stated there were no questions.**

13. Voucher Approval

Discussion and possible action to review the current **Voucher(s)** listing monthly expenses/payments from the Delafield Promotion & Tourism checking account, specifically the October and November 2023 paid expenses. **Both October and November Vouchers were signed in quorum and delivered to City Hall front desk following Adjournment.**

14. City of Delafield Hotel Update: Erin McDonald would like to share a hotel report at the next scheduled meeting.

15. Future Delafield Promotion & Tourism Agenda Topics

16. Next Delafield Promotion & Tourism Monthly Meeting is scheduled for December 12, 2023

17. Adjournment

Time: 8:59AM

All meetings of the Delafield Promotion & Tourism Commission meeting are public meetings. The meeting of the Commission is a working session for the Commission itself, and, outside the Citizens Comments section, discussion by those in attendance is limited to Commission members, staff and others that may be a party to the matter being discussed. Americans With Disabilities Act Notice: Upon reasonable notice (at least 72 hours in advance) the City will furnish appropriate auxiliary aids and services, when necessary, to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City. Notice of Possible Quorum: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.