

**ARTESIA LODGERS' TAX
MEETING MINUTES
September 25, 2014**

Present: Kevin Baggerly, Joy Barr, Jess Holmes, Sandy Johnson, Rebecca Prendergast, Hayley Klein

Absent: Joy Barr, Jess Holmes

Meeting was convened at 11:20 AM

- I. August 28 Minutes > Minutes of August 28, 2014 were reviewed by the board. Jess Holmes made a motion to approve the minutes as presented. Kevin Baggerly seconded the motion. Approved.
- II. Financials > Hayley noted that regular monthly reports are provided to the City, as well as a more comprehensive quarterly report for the state. She added that she is working with Summer to create a regular system for receiving Lodgers Tax income deposits that are the funds we grant out to organizations.
- III. Artesia MainStreet annual request > Rebecca Prendergast presented an application for an annual request of \$20,000 for the year to help with marketing and security in the Main Street district as well as advertising for events Artesia MainStreet organizes and website maintenance. This is not an increase from last year's funding. Hayley noted that the board budgeted for this amount when we created a budget last April for the FY14-15 year. Hayley noted that Rebecca would abstain from voting as she is the director of Artesia MainStreet. Jess Holmes made a motion to approve the \$20,000 annual request from Artesia MainStreet. Sandy seconded the motion. Approved with Rebecca abstaining.
- IV. Ocotillo Performing Arts Center annual request > Kevin Baggerly presented an application for an annual request of \$75,000 for the FY14-15 year to help with website and marketing the OPAC's season of shows. This is a \$25,000 increase in last year's granted funding. He considers this an "up-to" amount, noting that he may not need to spend it all, but would like to have the amount budgeted for planning purposes. Hayley noted that we could approve the \$50,000, which is what we budgeted, and then consider the balance later in the year. Joy noted that it is best to grant the funding now. She feels that with the two new hotels we should not have concerns about the availability of funding. But, if we do, we can readdress the issue with the OPAC staff. Hayley noted that Kevin would abstain from voting as he is the Executive Director of OPAC. Jess Holmes made a motion to approve the full request for \$75,000 to OPAC. Joy Barr seconded the motion. Approved with Kevin abstaining.

- V. Board Member Recommendations > Hayley reported that Kevin Baggerly is leaving the Ocotillo, so he will need to be replaced on the Lodgers Tax Board. In addition, Jess Holmes and Joy Barr's terms are up. The board policies & procedures indicate that members may renew a term to serve two consecutive terms. Jess and Joy both expressed interest in continuing to serve on the Lodgers Tax board. Hayley opened the discussion up to nominations for Kevin's position, and suggested Sandra Borges as a representative of the Arts & Culture District. Kevin suggested Lauren Austin, who works at the Ocotillo. Joy agreed, noting that it is useful to have someone who works daily in the area to serve. Joy made a motion to recommend Lauren Austin to fulfill the remainder of Kevin Baggerly's term. Sandy Johnson seconded the motion. Approved. Hayley will take the recommendation to Mayor Burch.
- VI. Other Business > None
- VII. Adjourn > With no other business before the board, the meeting was adjourned at 12:02 pm.

Summary of Requests Approved by Artesia Lodgers' Tax Board for Recommendation to Artesia City Council on September 25, 2014:

- Artesia MainStreet annual request for FY 2014-15: \$20,000
- Ocotillo Performing Arts Center annual request for FY 2014-15: \$75,000

Recommendation for appointment to the board to fulfill Kevin Baggerly's seat on Artesia Lodgers' Tax Board: Lauren Austin, Ocotillo Performing Arts Center