



**City of Broken Arrow**  
**Meeting Agenda**  
**Convention and Visitors Bureau**

City of Broken Arrow  
220 S 1st Street  
Broken Arrow OK  
74012

*Chair Patsy Terry*  
*Vice Chair Karen Chambless*  
*Member Craig Thurmond*  
*Member Trevor Swanson*  
*Member Ben Buie*  
*Member Carolyn Shafer*  
*Member Vince Snelling*  
*Member Jason Scarpa*  
*Member Dana Ludwig*

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<b>Monday, February 11, 2019</b>	<b>1:30 PM</b>	<b>Main Conference Room</b>
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**1. Call to Order**

**2. Roll Call and Introductions**

**3. General CVB Business**

- a. [19-228](#) Presentation and possible approval of the meeting minutes from the September 10, 2018 CVB meeting
- b. [19-229](#) Presentation and possible approval of the meeting minutes from the January 14, 2019 CVB meeting
- c. [19-232](#) Consideration, discussion, and possible approval of a grant request for the Heartland District of Civitan International for \$500.00
- d. [19-201](#) Presentation and possible acceptance of the Adroit Event Solutions Great Gatsby New Year's Eve Extravaganza Follow Up Report and possible authorization for a grant reimbursement
- e. [19-177](#) Presentation and possible acceptance of the Team Air Assurance Ruts n Guts Follow Up Report and possible authorization of a grant reimbursement

**4. Tourism Director Report including updates on the following:**

- a. [19-230](#) Presentation and discussion of updated hotel/motel tax collection report
- b. [19-231](#) Presentation and discussion of year-to-date expenditures
- c. [19-234](#) Presentation and discussion of updated activities of the Convention Sales and Marketing Manager

## 5. Adjournment

All cell phones and pagers must be turned OFF or operated SILENTLY during meetings.

Exhibits, petitions, pictures, etc., shall be received and deposited in case files to be kept at the Broken Arrow City Hall. If you are a person with a disability and need some accommodation in order to participate in this meeting, please contact the City Clerk at 918-259-2400 Ext. 5418 to make arrangements.

POSTED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_  
a.m./p.m.

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City Clerk