



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

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

*Chairman Ben Buie*  
*Vice Chairman Scott Eudey*  
*Member Trevor Swanson*  
*Member Heather Martin*  
*Member Chuck Maresca*  
*Member Brian Dean*  
*Member Kathy Muskrat*  
*Member Sonja Schneider*  
*Member Tommy Yardy*

**Tuesday, May 10, 2022**

**3:30 PM**

**City Hall Main Conference Room**

**1. Call to Order**

Tourism Director, Lori Hill called the meeting to order at 3:30 PM

**2. Roll Call and Introductions**

Present: Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Trevor Swanson, Tommy Yardy

Absent: Heather Martin, Ben Buie (arrived at 3:34 PM)

**3. General CVB Business**

- a. Consideration, discussion, and possible approval of the nomination and election for Chairman and Vice Chairman of the Broken Arrow Convention and Visitors' Bureau with a term expiring September 30, 2022

Lori Hill announced that this was an opportunity to nominate and elect a Chairman and Vice Chairman. Tommy Yardy nominated Ben Buie as Chairman.

MOTION: A motion was made by Tommy Yardy, seconded by Scott Eudey  
Move to elect Ben Buie as Chairman of the CVB.  
The motion was carried by the following vote:

**Aye:** Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Trevor Swanson, Tommy Yardy

Brian Dean nominated Scott Eudey as Vice Chairman. Mr. Eudey asked if he could be Vice Chairman and Assistant City Attorney, Danny Littlefield confirmed Mr. Eudey could be Vice Chairman.

MOTION: A motion was made by Brian Dean, seconded by Tommy Yardy  
Move to elect Scott Eudey as Vice Chairman  
The motion was carried by the following vote:

**Aye:** Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Trevor Swanson, Tommy Yardy

- b. Presentation and possible approval of the amended meeting minutes from the January 11, 2022 Broken Arrow Convention and Visitors' Bureau meeting to include City Councilor Lisa Ford attending the meeting in place of Councilor Scott Eudey.

Scott Eudey stated that he was missing from this meeting and Lisa Ford attended for him. Danny Littlefield gave permission for Mr. Eudey to either vote or abstain from approving the minutes from the meeting that Lisa Ford attended for him. These minutes have been updated and are presented again to reflect Lisa Ford was present in lieu of Scott Eudey.

MOTION: A motion was made by Brian Dean, seconded by Tommy Yardy  
Move to approve the amended meeting minutes from the January 11, 2022 CVB meeting  
The motion was carried by the following vote:

**Aye:** Ben Buie, Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Tommy Yardy

**Abstain:** Trevor Swanson

- c. Presentation and possible approval of the meeting minutes from the April 12, 2022 Broken Arrow Convention and Visitors' Bureau meeting

Ben Buie presented the meeting minutes for approval

MOTION: A motion was made by Trevor Swanson, seconded by Brian Dean  
Move to approve the April 12, 2022 CVB meeting minutes  
The motion was carried by the following vote:

**Aye:** Ben Buie, Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Trevor Swanson, Tommy Yardy

- d. Presentation and possible acceptance of the All Forces Sports League Post Event Summary Report for the 2022 All Forces Cup Tournament and possible authorization for grant reimbursement in the amount of \$3,500.00

Lori Hill stated that this item was presented at the April 12, 2022 meeting. Trevor Swanson was not certain if she had any hotel room pickups for this group because they did not reserve under a group code. After that meeting, Ms. Hill went back to All Forces and they provided individual names which Ms. Swanson was able to confirm did stay at her hotel property. Ms. Hill is presenting this item again to the CVB for review and possible approval at a reduced rate because they did not have as many hotel room pickups as originally thought.

MOTION: A motion was made by Scott Eudey, seconded by Tommy Yardy  
Move to approve the All Forces Sports League Post Event Summary and authorize grant reimbursement in the amount of \$3,500.00.  
The motion was carried by the following vote:

**Aye:** Ben Buie, Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Tommy Yardy

**Abstain:** Trevor Swanson

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

- a. Presentation and discussion of updated hotel/motel tax collection report

Lori Hill presented the report. Our collections are above each prior year. One lodging property is two months behind on collections but is making headway. The CVB is currently at \$682,000 in YTD lodging tax collections. Last year YTD the CVB was at \$428,000.

Informational only, no action required.

**b. Presentation and discussion of the year-to-date available budget report**

Lori Hill presented the year-to-date available budget. Ms. Hill stated that there are still a few more events coming out of this fiscal year such as The Rose Festival and ScotFest.

Informational only, no action required.

**5. Adjournment**

MOTION: A motion was made by Chuck Maresca, seconded by Scott Eudey

Move to adjourn the meeting at 3:43 PM

The motion was carried by the following vote:

**Aye:** Ben Buie, Brian Dean, Scott Eudey, Chuck Maresca, Kathy Muskrat, Sonja Schneider, Trevor Swanson, Tommy Yardy

**Attest:**

---

Chairman or Vice Chairman