

**GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY
WILDWOODS CONVENTION CENTER**

REGULAR MEETING, THURSDAY, NOVEMBER 17, 2016

**Part I - OPERATIONS
GWTIDA as agent for NJSEA**

Call to Order: The Meeting was called to order by Mr. Byrne at 6:00 p.m.

Salute to flag.

The Open Public Meetings Act was read by Mr. Byrne.

Roll Call:

Mr. Byrne	Present	Mr. Patterson	Present
Mr. DeMonte	Present	Mr. Barnabei	Absent
Mr. Reidenbach	Present	Ms. Murphy	Absent
Mr. Morey	Absent	Mr. Greenland	Present
Mr. Montello	Present		

Also present were Mr. Siciliano, Mr. McNicholas, Mr. Rose, Mr. Lynch, Ms. Trapp, Mr. Federici, Ms. Feketics and Mr. April.

A. Approval of Minutes

The minutes of October 20, 2016 cannot be approved due to lack of proper quorum.

B. Public Comment – None.

C. Executive Director's Report

Included in the board packet were:

Administration Update – November 2016

Finance Update – November 2016

Housing Update – November 2016

Sales Update – November 2016

SMG Update – November 2016

Delaware North Update – November 2016

Correspondence/Communication: None.

Mr. Patterson had questions regarding the Homeland Security Meeting, which were answered by Mr. Siciliano. The meeting was to update the evacuation plan, to discuss an upcoming active shooter seminar, and to review policies and procedures.

Mr. Byrne had questions on the Finance Department Update and profits, which were answered by Mr. Siciliano. He suggested that a Finance Committee Meeting be set up to discuss funding to be put away each year for Capital Plan. Funding for an additional generator was also briefly discussed.

Motions: None.

D. Chairperson's Report

Mr. Byrne gave an overview of meetings attended throughout the month.

Committee Reports:

- o **Buildings and Grounds** – Mr. Greenland stated that the report was included in the packet and there were no questions. The second GOBO machine has arrived and should be operational by the beginning of December. This will draw even more attention to the Wildwoods sign. A press release will be sent out prior to December 9th.
- o Mr. Siciliano gave a brief update on the convention center hotel. We are awaiting a reply from Kevin Evans, outside council for NJSEA. The RFQ has been put on hold until we determine the terms of the lease and taxability of the property. Mr. Siciliano explained potential scenarios. We need to now finalize the RFQ and send it out before the end of the year. Also, Mr. Siciliano, Mr. Byrne, Mr. McNicholas, Tony Peterman and Joe Lomax met with NJEDA in Trenton to discuss ERG program and other incentives. It was a very substantial meeting and went well.

Old Business: Nothing.

New Business: Nothing.

Policies/Procedures: Nothing.

Correspondence/Communication: Nothing.

E. Executive Session – None.

F. Any matter of immediate attention - Nothing.

G. Motion to go into the GWTIDA/Advertising portion of the meeting.
Mr. Reidenbach made a motion to go into the GWTIDA portion of the meeting, second by Mr. Greenland.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. DeMonte	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Absent	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Respectfully,



Frances Feketics
Board Secretary

GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY
WILDWOODS CONVENTION CENTER

REGULAR MEETING, THURSDAY, NOVEMBER 17, 2016

Part II – GWTIDA/Advertising and Promotions

A. Approval of Minutes

The Regular Meeting minutes of October 20, 2016 could not be approved.

B. Executive Director's Report

Department Updates – Included in the board packet were:

Events Department Update – November 2016
Finance Department Update – November 2016
Marketing/Public Relations Update – November 2016

Mr. Siciliano stated that there was a draft Board Meeting scheduled for 2017 for members review that will be voted on at the December meeting. All meetings are on the third Thursday of the month with the exception of August due to a MASAE event that the convention center is involved in.

Correspondence/Communication – None.

Motions:

Mr. Reidenbach made a motion to approve the Bill List in the amount of \$219,627.74, second by Mr. Patterson.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. DelMonte	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Absent	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Siciliano stated that there were two bids received for the printing of the Calendar of Events – one from Mark Lithography and one from Courier Corporation. The lowest successful bidder was Mark Lithography. We have utilized their services in the past and we have been very happy with them.

Mr. DelMonte made a motion to award the contract for the printing of the 2017 Calendar of Events to the lowest successful bidder, Mark Lithography, in the amount of \$21,995.00, second by Mr. Reidenbach.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Yea
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Mr. DelMonte	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Absent	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

C. Chairperson's Report

Committee Reports:

- **Advertising:** Mr. Rose stated that the committee is working on the 2017 PR Plan. Suasion Communications presented ideas to possibly add to the plan for next year. The committee will review for the December meeting. The billboard buy was finalized for 2017 as well. We are currently negotiating the FUSEideas contract, and print ads are due for the state travel guide.
- **Special Events:** Mr. DelMonte stated that the committee is working on post-event reports. We are also getting funding applications for next summer and will have multiple meetings in the coming months. Mr. DelMonte also discussed the TDF and increases over last year.

Old Business – None.

New Business – Mr. Siciliano distributed brochures for our Family Holiday Celebration event scheduled for December 9th and 10th. This year, we will share the event with a new Cheerleading that has been booked for December 10th. Our tree lighting will be held on Friday, December 9th.

Policies/Procedures – None.

Correspondence/Communication – Included in the packet was a letter sent by Mr. Byrne to the Mayors and Freeholder Thornton regarding the C5 Plan. They were asked to review and we will be setting up a meeting to further discuss. We are moving forward.

D. Public Comment – None.

E. Executive Session – None.

F. Any matter of immediate attention

Our next Board Meeting will be held on Thursday, December 15, 2016 at 6:00 p.m. It is our holiday meeting and as a reminder, dinner will not be served at the Special Events Committee meeting. Happy Thanksgiving to All.

G. **Motion to Adjourn**
Mr. Patterson made a motion to adjourn, second by Mr. Montello.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. DelMonte	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Absent	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Respectfully Submitted,



Frances Feketics
Board Secretary