

**St. Michaels Tourism Board**

**Public Meeting Minutes**

**December 8, 2009**

**Present:**

Vice Chairman Bonnie Booth, Helen Van Fleet, Rosemary Fasolo, Debbi Dodson, Advisor, Talbot County Office of Tourism, Administrative Clerk Sabrenia Yohn, and one member of the public were present. Members Jon Mason, Angela Eade-Spence, April Whitacre and Stuart Parnes were absent.

**Call to Order**

Vice Chairman Booth called to order the meeting of the St. Michaels Tourism Board at 8:40 a.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building (Town Office), 300 Mill Street.

**Approval of Minutes**

Debbi Dodson had one change to the dates of Restaurant Week in the minutes for November 19, 2009. Member Fasolo made a motion to approve the minutes of the November 19, 2009. Member Van Fleet seconded the motion which passed on a vote of 3-0 in favor.

**Approval of Invoices**

The members were not able to approve invoices as Member Fasolo recues herself from voting, thus causing a lack of a quorum.

**Advertising Update**

Debbi Dodson said she would provide an update on advertising at the end of December 2009 and will re-evaluate plans for the next six months. Ms. Dodson and Member Booth said they would schedule a meeting with Member Whitacre on advertising.

**Request for Proposal (RFP) - Photographer**

Mrs. Yohn gave an overview of the e-mail sent to the Tourism Board explaining that the Board had not included an allotment for a photographer in its 2010 budget. Mrs. Yohn explained that if the RFP were issued now, a budget amendment would be required and or the Board could wait until they prepare their 2011 budget. At the request of Member Booth, Mrs. Yohn said she would check with the Town Manager to see if the RFP could be issued now so they could get an idea of the costs involved and then make a decision with respect to the allocation of funds. Member Fasolo said she had one change to the scope of services and Mrs. Yohn said she would make the change for the next meeting.

**Feedback on Christmas E-Blast**

Member Fasolo said she had sent over 5,500 e-blast cards from 22 different lists, and asked that Debbi Dodson send only additional names to be added to the list going forward. Member Booth asked about tracking responses to e-blast cards.

**Report from Marketing/Advertising Subcommittee**

There was no update from the sub-committee.

**Getaway Program**

There was no update on the Getaway program.

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**Comments from the Board:**

Members Van Fleet and Booth asked if there was a limit to the number meetings board members could miss as they would be missing some over the next couple of months. Mrs. Yohn said she would check on the absentee policy.

**Public Comment:**

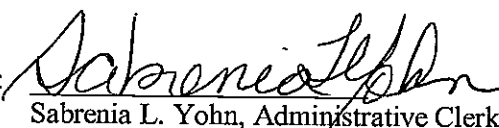
There were no public comments.

**Next Meeting:**

Board members set the next meeting for January 12, 2010 at 8:30 a.m.

**Adjournment:**

Member Fasolo made the motion to adjourn. Member Booth seconded the motion which passed on a vote of 3-0 in favor at 9:00 a.m.

Submitted by:  Date: 1/20/2010  
Sabrenia L. Yohn, Administrative Clerk