

MEXICO BEACH COMMUNITY DEVELOPMENT COUNCIL
MINUTES OF MEETING

Type: Monthly Meeting
When: Thursday, December 21, 2017 - Mexico Beach Civic Center
Attending:

Sandie Yarbrough	Director	Wylie Petty	Director
Cathey Hobbs	Director	Dena Frost	Director
Robert Carroll	Director	Debbi Mulligan	Director
Shawna Wood	Director	Kimberly Shoaf	President
Clayton Studstill	Director	Melissa Williams	

The meeting was brought to order at 10:01 a.m. Roll was called and a quorum was present. A motion was made by Director Hobbs and seconded by Director Petty to approve the November 16, 2017 meeting minutes. The motion passed unanimously.

- Director Studstill joined the meeting.

Financials YTD: President Shoaf informed the Board that she spoke to the Adrian Welle, City Clerk, and he will be rendering a quarterly invoice for beach cleaning and dredging. This quarter's invoice has been received and she will process payment next week. A motion was made by Director Petty and seconded by Director Hobbs to accept the FY18 YTD Financial Report. The motion passed unanimously.

Tourist Development Tax Collections: President Shoaf stated that the bed tax numbers were slightly down and that all of Bay County was down some in October. Discussion followed.

Marketing Update: President Shoaf reviewed the October 2017 monthly marketing report placed in each Board members packet.

- Director Carroll joined the meeting.

Ongoing Business:

- FY17 Audit – President Shoaf informed the Board that the FY17 audit is going strong, all requested materials have been submitted to the auditor, there are no issues and Rich will inform her how the audit will be presented this year.
- Thanksgiving Turkey Trot – President Shoaf recapped the Turkey Trot stating that there was a net profit of \$1.28 along with 38 t-shirts still available for sale for this first year CDC event. She stated that upfront costs of a clock, decorations, and signage would not be an expense for future years. President Shoaf stated that the 151 participants had a great time; everyone loved receiving a medal and that with only 35 day of registration entries that the registration time will be changed to 7:15am next year. Director Carroll mentioned looking into a one mile fun run next year.

New Business:

- Personnel Bonuses – Director Yarbrough requested Mrs. Williams leave the room for discussion of this topic. President Shoaf presented the 2011-2016 personnel bonus summary to each Board member showing the 2016 bonus award as \$1,000 to Mrs. Krum, \$2,000 to Mrs. Williams, and \$4,000 to President Shoaf. A motion was made by Director Studstill and seconded by Director Frost to award Mrs. Krum a \$2,000 personnel bonus. The motion passed unanimously. After discussion, a motion was made by Director Studstill and seconded by Director Carroll to award Mrs. Williams a \$2,000 personnel bonus. The motion failed. A motion was made by Director Petty and seconded by Director Mulligan to award Mrs. Williams a \$2,500 personnel bonus. The motion passed 7-1. President Shoaf was asked to leave the room and Mrs. Williams returned. After discussion, a motion was made by Director Petty and seconded by Director Wood to award President Shoaf a \$4,500 personnel bonus. The motion passed unanimously.
 - President Shoaf returned to the meeting.

Director Yarbrough instructed President Shoaf to place Structures and Caps for Bonuses on the May or June Board Meeting Agenda.

Events: President Shoaf informed the Board that Celebrate Twice buses were arranged, scavenger hunt cards and items had been received, posters were distributed and Mrs. Williams advertised the event on Channel 13 yesterday. She stated that due to New Year's Eve being on a Sunday that Beachwalk, Grove of Mexico Beach, Caroline's and the Port St. Joe Marina store were the scavenger hunt locations. President Shoaf stated that fireworks would be shot off the pier at midnight.

President's Report: President Shoaf stated that with the minimal arrival of snowbirds and low participation sign-up that the December trips had been cancelled. She reminded the Board that the January annual and monthly meeting, held the 4th Monday in January, is scheduled for January 22, 2018 at 10am.

Director Yarbrough wished everyone a Merry Christmas and Happy New Year.

President Shoaf stated that the Welcome Center will be closed Monday and Tuesday for Christmas Eve and Christmas and that with Board consent, it would close early tomorrow. No objection was made for the closing early on Friday, December 22nd.

President Shoaf stated she has been asked to serve as event co-chairman of the Gumbo Cook-off and asked permission to accept this position. Consent was given by the Board.

A motion was made by Director Petty and seconded by Director Mulligan to adjourn the meeting. The motion passed unanimously.

Clayton Studstill
Secretary/Treasurer
/mw