

# **Blackstone Valley Tourism Council, Inc.**

## **Board of Directors Meeting**

175 Main St  
Pawtucket, RI 02860

Jan, 03, 2013

### **1. Call to Order and Roll Call**

#### **Attendees:**

David Balfour, Chair  
Barry Mechanic, Vice Chair  
Keith Fayan, Member  
Moe Rondeau, Member  
Carl Freedman, Member

#### **Absent:**

Paul Eno, Member  
Judy Fischbach, Member  
Sue Tessier MacKenzie, Secretary  
Louis Yip, Member  
Debra Fournier, Member  
Mary Lynn Bosiack  
Dave Richards, Member  
Jacqueline Boudreau, Treasurer  
Robert Conway, Member  
Anthony Capuano, Member  
John Lefrancois, Member  
Mark Brodeur, Member  
Helen Moroney, Member  
Ted Garille, Member  
John Gregory, Member  
Richard Murphy, Member

#### **Also Attending:**

Robert Billington, President  
Natalie Carter, Director of Operations  
Dianne Malloux, Environmental Education Coordinator

The Meeting was called to order at 12:00pm with a quorum present.

Chairman Balfour questioned the lack of attendance by fellow Board Members.

Dianne Malloux, Barry Mechanic and Natalie Carter explained the RI Foundation Grant from the Institute of Non-Profit Excellence.

Dianne Malloux encouraged all Board Members to participate in the survey sent by the Foundation.

Barry Mechanic explained how the RI Foundation is helping the BVTC:

Encouraging the Board to be active in all Tourism Council affairs

Encouraging the Board to be supportive of Tourism Council programs,  
Focus on priorities  
Goal setting  
Fund development  
Board and staff being on the “same page” with projects and programs

Mr. Fayen suggested that all members of the Board Members be called to ask them to complete the RI Foundation Survey prior to its completion date.

**2. Minutes**

On a **MOTION** by Moe Rondeau, seconded by Mr. Fayen the Minutes of the November 07, 2012 meeting were approved with minor amendments. A revised set of minutes will be sent.

**3. Treasurer’s Report**

Treasurer Boudreau was absent. Ms. Carter presented the Financial Reports dated 01/03/2013. Included were the Income Statement YTD July – November 2012. Profit and Loss Statement for the Annual Meeting and the Balance Sheet as of Nov 30, 2012.

Carl Freedman asked about the Credit Card debt being so high. Ms. Carter explained that all Credit Card debt would be paid by the end of January and that it was especially high due to the online purchases of product for the Polar Express event.

He and Barry noted that the Line of Credit with Navigant Credit Union would cost less than using the credit card for certain purchases. Mr. Freedman noted that if a Credit Card is used it should be with a card that offers points for retail purchases. Ms. Carter offered to search out another Credit Card company that offers rebates on our purchases.

Upon a **MOTION** by Mr. Fayen and a second by Moe Rondeau, the Treasurer’s Report was approved unanimously as submitted.

**4. President’s Report**

A lease arrangement between RIDEM and the Blackstone Valley Tourism Council for the use of the Blackstone Valley Visitor Center in Lincoln was discussed. The concept of the lease is to expand opportunities for the Council and to help RIDEM increase programming at the Center. While the Visitor Services desk at the Center has been staffed by BVTC volunteers over the past 6 years the Council has never had a permanent office extension in the Center.

Billington explained the details of a lease proposed by RIDEM. Mr. Freedman reviewed the lease extensively and explained to the Board that he could see no reason not to sign the lease.

Liability, security and Insurance issues were discussed. Mr. Rondeau wanted to be assured that the Board could not be sued for errors or omissions relating to the use of the Center. Ms. Carter noted that we have Director’s insurance that protects each Board Member.

Billington explained that the opportunity allows the BVTC to play a stronger role

in the Visitor Center operations and potentially it may become a revenue stream for the Council if the proper tenant could be secured for the empty food-service space at the Center.

The Board felt that the Visitor Center rental was within the mission of the BVTC.

After a lengthy discussion by the Board about the Pros and Cons regarding the space a **Motion** was made by Mr. Freedman to authorize the Chairman to enter into an agreement with RIDEM to lease office space at the Visitor Center for \$1 per year subject to any additional changes recommended by the Board.

The Motion was seconded by Barry Mechanic and all voted in favor.

Upon a **Motion** by Carl Freedman and a second by Moe Rondeau, the Motion to adjourn was unanimous.

The meeting adjourned at 1:15pm

Respectfully submitted by:

Robert D. Billington, President