

# CITY of CASCADE LOCKS — Tourism Committee Meeting Minutes

TOURISM COMMITTEE MEETING, Monday, July 8, 2019, 6:00 PM Downstairs Meeting Room

## 1. Call Meeting to Order & Roll Call.

The meeting was called to order by Chairman Debbie Fine at 5:59 PM. Attending: Chairman Debbie Fine, Vice Chairman Steve Anderson, TM Cindilee Baseman, TM Barbie Daniel, TM Sally Drew and TM Mila Kickert. Also present Gordon Zimmerman, City Administrator; Annie Van Domelen, Tourism Support Staff, and community member Heather Byrd.

## 2. Amendments to the Agenda.

None.

## 3. Comments from general public.

Heather Byrd inquired about gathering community support for the Cascade Locks Farmers Market. Chairman Fine and TM Drew shared information about grants and sponsorship.

## 4. Discussion/Declaration of Potential Conflicts of Interest

None.

## 5. Approval of minutes.

Approval of June 3, 2019 minutes. TM Drew motioned to approve, Vice Chairman Anderson seconded. All in favor. Motion carried.

## 6. Approval of Financials.

Gordon updated the tourism committee of current financials between now and when more funding becomes available. Chairman Fine commented how helpful it would be to have Marianne attend a future committee meeting to explain how to interpret the financial report. Committee members agreed.

## 7. Approval of Bills.

None. Bills have already been approved.

## 8. Staff Report. Staff and committee members introduced themselves since three new members were in attendance. TM Drew inquired about furthering outreach and Chairman Fine said that adding another committee member is allowed. Gordon talked about refocusing the group toward supporting expansion of the museum. The plan is that the museum will eventually become a year round visitor center.

## 9. Port Report.

None.

## 10. Old Business

A. Bus Stop Update. The bus stop curb has been painted by Vice Chairman Anderson. TM Drew said buses tend to stop short of the curb. Vice Chairman Anderson reports that Sheldon will pick up and install signs.

B. PCT Days. Committee discussed putting up a table and having swag for the event. Chairman Fine suggested checking out cost for bandanas and cups, which Staff will do. TM Drew shared the idea to hand out branded reusable bags. Raffle tickets for bigger swag items was discussed. With consideration to financials, TM Baseman inquired how to move forward. Chairman Fine called for a vote to place a cap of \$1,000 on a budget inclusive for both PCT Days and the Gorge Pedal. TM Drew motioned to approve. Vice Chairman Anderson seconded the motion. All in favor, aye.

C. Update on Gorge Pedal. Having a table from 11:30 AM to 4 PM, during the post-ride celebration at Gorge Pedal, was discussed. The committee considered swag and Gordon suggested having more of an informational booth with brochures. TM Drew will organize volunteers. Committee plans to reach out to Gorge Pedal and contact local businesses such as the new coffee shop and Brenda at the dog shop for giveaways. Vice Chairman Anderson mentioned contacting Dave at the brewery for beer tokens.

11. New Business

A. OTIS. Staff will contact Bernadette to learn how to access OTIS [Oregon Travel Information System] so that Cascade Locks events can be listed on their system.

12. Upcoming events:

A. Gorge Pedal: Saturday, July 20

B. Columbia Gorge Eastside Disc Golf: Saturday, July 20

C. Community Picnic: Sunday, July 21

13. Tourism Committee Member Reports

A. Debbie Fine. Will check on the remaining number of brochures.

B. Cindilee Baseman. None.

C. Barbie Daniel. None.

D. Steve Anderson. None.

E. Sally Drew. None.

F. Mila Kickert. Excited to be part of the committee.

14. Next Meeting Date & Time: Meeting Date & Time: Monday, August 5, 2019, 6 PM at Council Chambers

15. Adjournment. Chairman Fine adjourned the meeting at 7:18 PM.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.