

Kosciusko County Convention, Recreation & Visitors Commission, January 18, 2023

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on January 18, 2023 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President	John Hall, Treasurer
Mark Skibowski, Vice-President	Doug Shoemaker
Jessica Hartman-Secretary	Lyle Schrock

The meeting was called to order by Kathy Ray.

In the Matter of Swearing in of Members:

Jessica Hartman, Kathy Ray, John Hall, Doug Shoemaker, Lyle Schrock, and Mark Skibowski were sworn in as 2023 board members.

In the Matter of 2023 Election of Officers:

Kathy Ray, President, nominated Jessica Hartman as Secretary. Mark Skibowski made a motion to keep the slate of Officers, with the exception of adding a secretary in place for 2023.

Motion: Kathy Ray	To: Approve the nomination of Jessica Hartman as Secretary.
Second: Mark Skibowski	
Ayes: 5	Nays: 0

Motion: Mark Skibowski	To: Keep the slate of Officers, with the exception of adding a secretary in place for 2023.
Second: John Hall	
Ayes: 5	Nays: 0

Grant Requests

In the Matter of Chautauqua Wawasee Visit Indiana Grant:

Mark Knecht, Chautauqua Wawasee, presented a request for a grant for advertising in Visit Indiana for Chautauqua Wawasee, in the amount of \$500.00. He stated that the state has requested their brochures, and that their message is getting out at various levels, showcasing that it is a good lead generator and revenue source.

Motion: Mark Skibowski	To: Approve the Visit Indiana grant request in the amount of \$500.00, as presented.
Second: John Hall	
Ayes: 5	Nays: 0

In the Matter of Ball State Music Program Publicity Grant:

Mark Knecht, Chautauqua Wawasee, presented a request for a Publicity Grant on behalf of the Ball State Music Program, in the amount of \$500.00. He stated that there is a large community of Alumni in South Bend and Ft. Wayne. They will be pulling from inside and outside of the county.

Motion: John Hall

Second: Jessica Hartman

Ayes: 5

Nays: 0

To: Approve the Publicity Grant request in the amount of \$500.00, as presented.

In the Matter of Oakwood Foundation Advertising Grant:

Mark Knecht, Chautauqua Wawasee, presented a request for a grant to Advertise in Hamilton County, in the amount of \$500.00. He stated that they would like to see if it will yield results , but that it will be hard to track. While they do have a feedback form, that is not reliable. Mark presented that they will be able to use some of the data from the online ad, and that the ad will not promote a single event but encourage trips to the county within the Syracuse area. The online publication will be in May.

Motion: Mark Skibowski

Second: Jessica Hartman

Ayes: 5

Nays: 0

To: Approve the Advertising in Hamilton County request, in the amount of \$500.00, as presented.

In the Matter of CCAC Tourism Sponsorship Grant:

Mike Haggy, CCAC, presented a request for Tourism Sponsorship Grant in the amount of, \$80,000.00. He stated that they have eight fields, 12 soccer fields, an indoor facility, and winter programs. They also house pickleball, cornhole, tumbling classes, a baseball clinic, and professional wrestling. He acknowledged the gracious help from KCCRVC. They have served 29 years as a non-profit organization within the county. They operate on self-generated funds, other grants, and sign advertisements. They plan to recrown the fields, and organize the concession stand. There is a need to have the repairs completed. Further discussion was held regarding various sources of funding and board members.

Motion: John Hall

Second: Lyle Schrock

Ayes: 5

Nays: 0

To: Approve the CCAC Tourism Sponsorship Grant request in the amount of \$80,000.00, as presented.

In the Matter of CVB Update:

Cori Humes KCCVB, presented the CVB update. Jennifer Carnes, Treasurer, was in attendance. Cori introduced their two new board members as Carrie Vineyard, and Tracy Nichols.

- travel trends: Destination Analyst 2022 results showcased that everyone is ready to get out and travel; they hope that the trends continue. She noted that travelers are nervous about spending gas money.

- 79 percent have already started planning trips
- 80 percent are interested in going on trips
- they are hoping financials come their way via travel money
- she gave credit to her team and their improvement
- they are still collecting data on sporting events. The sports calculator is doing well
- strategic plan handout -economic impact research from 2022 with Surtech-last time they did research was in 2019.
- quarterly hotel meetings, first meeting of the year is February 16th
- they will be signing off on the visitor guide soon
- 2022 Digital Guide had 67,000 views
- printed 50,000
- inventory is low with only 37 boxes left
- they have completed passports
- completing videos
- encouraging residents and visitors to enjoy the area
- producing 4-5 new videos this year to tell our story sports leisure.
- celebrating National Plan for Vacation Day January 21st

In the Matter of Approval of Minutes from November 9, 2022 Meeting:

Kathy Ray presented the November 9, 2022 meeting minutes for approval.

Motion: Mark Skibowski

To: Approve the November 9, 2022 Minutes, as presented.

Second: Jessica Hartman

Ayes: 5 Nays: 0

In the Matter of KCCRVC Financials:

John Hall, Treasurer, presented the financial report, stating that they collected roughly \$902,000.00 at the end of the year, which was the most that they have ever collected. Last year, they collected \$782,000.00. Innkeepers has gone up from 532 to 682, but the State share has gone down from 249 to 219.

They started out the year last year with \$826,000.00, and they ended with \$1.1 million. While a lot of expenses will be coming out, they are in great financial shape. They have approved a couple of community projects.

Motion: Mark Skibowski

To: Approve the financial report as presented.

Second: Jessica Hartman

Ayes: 7 Nays: 0

Motion Carried

Further Discussion was held on the return of investment through CDs and protections of the CVB during pandemic years.

The meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission, March 8, 2023

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on March 8, 2023 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President	John Hall, Treasurer
Mark Skibowski, Vice-President	Doug Shoemaker-Absent
Jessica Hartman-Secretary-Absent	Lyle Schrock

The meeting was called to order by Kathy Ray.

Grant Requests

In the Matter of Lake City Skiers Bleacher Request:

Charles McLaughlin, Lake City Skiers Director, presented a grant request for additional bleachers, in the amount of \$71,808.00. He presented a brief overview of their shows and programs. He presented that the new request will give them around 600 additional seats, and that they are expecting larger crowds than previous years.

Motion: John Hall	To: Approve the grant request for bleachers,
Second: Lyle Schrock	in the amount of \$71,808.00, as presented.
Ayes: 4	Nays: 0
Motion Carried	

In the Matter of Henry Ward Park Grant Request:

Chad Jonsson, Park Superintendent, presented a grant request on behalf of Henry Ward Park, in the amount of \$40,000.00. He stated that the park is owned and operated by the Town of Syracuse, and that they are focusing on a maintenance and update plan, as well as a list of hopeful accomplishments. The bathrooms are in need of both cosmetic and mechanical repairs due to continual leaks within the facility.

Their goal is to add restrooms to the pavilion and obtain funding to help with those costs. Chad reported that most days are busy, and more so on weekends with fishing tournaments throughout the season. Last year they hosted 20 tournaments.

Individual and other grant options are available to fund the project if necessary. Sewer and power are not a part of the costs, and will be covered by the park.

Motion: Mark Skibowski	To: Approve the Henry Ward Park grant
Second: John Hall	request, in the amount of \$40,000.00, as
Ayes: 4	presented.
Nays: 0	
Motion Carried	

In the Matter of Wagon Wheel Center for the Arts Update:

Elisa Wise, Development Director for Wagon Wheel Center of the Arts, provided an update on their \$81,000.00 sponsorship. She stated that the website is live and active and has received some great feedback. Regarding the last grant award, there is \$3,000.00 left, and the final invoice will be forth coming. The White Hill Project is still in progress and there is \$21,000.00 left. They are pleased with the work; the roof leaks are taken care of.

In the Matter of CVB Update:

Cori Humes, KCCVB Executive Director, presented an update, regarding the following information:

- January and February occupancy was down slightly; however, the daily rate has increased which indicates an overall more positive result.
- Encouraged the use of the Sports & Events Calendar for economic and data collecting
- January Tourism and Economic Impact Study surveys are being mailed out this week.
- 1st quarter hotel meeting had a decent turnout
- 2023 Visitor Guide is live on the website and will be available, physically, in late March
- Digital Passports have been and are continuing to promote local food and attractions
- A Public Art Activation Grant is being applied for to fund a mural at the Visitor’s Center.
- Marketing is being conducted to promote Kosciusko County.

Discussion about local bird watching was held, revealing that it is a popular hobby within our community.

In the Matter of January 18, 2023 Minutes Approval:

Minutes from the January 18, 2023 meeting were presented for approval by members who were present for the meeting.

Motion: Lyle Schrock
Second: Mark Skibowski
Ayes: 4 Nays: 0
Motion Carried

To: Approve the January 18, 2023 meeting minutes as presented.

In the Matter of KCCRVC Financials:

John Hall presented the financial report, stating that Innkeepers receipts totaled \$72,820.33, which was \$200.00 more than last year. Collections to date were reported as decent. January 1st reports \$1,134,577.00 and the end of February reported \$1,003,001.11.

Motion: Mark Skibowski

To: Accept the financial report as presented.

Second: Lyle Schrock
Ayes: 4 Nays: 0
Motion Carried

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission May 10, 2023

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on May 10, 2023 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President	John Hall, Treasurer
Mark Skibowski, Vice-President	Doug Shoemaker
Jessica Hartman-Secretary	Lyle Schrock
	Matt Metzger

The meeting was called to order by Kathy Ray.

IN THE MATTER OF SWEARING IN OF MEMBER:

Matt Metzger was sworn in as a 2023 board member.

Grant Requests

IN THE MATTER OF KOSCIUSKO COUNTY FAIRGROUNDS BBQ:

Kevin Harris Sr., Kosciusko County Community Fair Treasurer, presented a grant request in the amount of \$2,500.00 to enhance the prize money for the BBQ competition to bring more competitors. While the judges visit the county for two days during the competition and utilize the hotels, the competitors usually stay for four days. They would like to move the money to the August 25th-26th competition. They have started advertising for all three of their competitions, and around six judges have already booked their hotel stays. They expect 48 judges to attend and approximately 34 teams, with a typical team consisting of three to four members. The competitions are fundraisers for the Fair grounds, and they are expecting around 200 spectators walking through and sampling. They have placed their marketing efforts around the registered KCBS webpage which lists their competition, and distribute fliers to various competitions throughout the country. They were encouraged to partner with and coordinate alongside the Fat and Skinny Tire Festival for future years.

While the KCCRVC board cannot fund prize money, encouraged Kevin to turn in marketing receipts and projects. They were awarded \$500 towards marketing ventures for their competitions, and were encouraged to come back for additional funding.

Motion: Mark Skibowski

Second: Jessica Hartman
Ayes: 7 Nays: 0
Motion Carried

To: Approve the grant request for the Annual BBQ Competition, in the amount of \$500.00, as presented.

IN THE MATTER OF WAGON WHEEL WHITE HILL PROJECT 2:

Lakesha Green, Wagon Wheel Executive Director, presented a thank you to the commission and an update on the White Hill Project, stating that the website is up and running, and that they are now housing their actors. Lakesha read a letter from Milestone which could not be in attendance to give an update today, which stated that phase one is complete except for final touches on roof. Windows will need to be update but they have the plumbing and fixtures replaced. Milestone is preparing for sustainability and in Phase Two, will be working with the Wagon Wheel on a Maintenance Plan. Phase Two provides the ability to generate money, and they do not foresee having to come back for Phase Three funding. She invited them to tour the facility and presented that they are moving forward with the theatre project as well. Attendance has picked back up and they have brought in visitors from 37 states. They have faced inflation, but remain competitive as a professional arts program alongside Broadway. They are pushing for rural arts and opportunities for our County at the State level.

There was discussion brought forth by the commission regarding maintenance costs versus the cost to house cast separately, and whether the balance would come out a negative balance, and they were encouraged to come back in July to present the breakdown figures.

IN THE MATTER OF SYRACUSE-WAWASEE TOUR DES LAKES 2023:

Matthew Buchar, Tour Des Lakes Representative, thanked the Commission for helping in the past, and presented a grant for marketing, stating that last year's event brought 438 riders into the community. They bought a marketing list which detailed bicycle shops throughout the nation and mailed post cards marketing their event. This year they will not have to purchase the list, and will mail out post cards once again. They are looking to expand their marketing throughout Ft. Wayne/Allen County via publication ads. These marketing pieces include various tracks and races, their starting points, and available hotel accommodations.

The commission appreciated and acknowledged their targeted approach which showcases the entire county.

Motion: Lyle Schrock
Second: John Hall
Ayes: 7 Nays: 0
Motion Carried

To: Approve the marketing grant request, in the amount of \$2,780.11, as presented.

IN THE MATTER OF CVB UPDATE:

Cori Humes, Executive Director, presented an update, which included the following information:

- Occupancy is slightly down for March but they are hoping to come back up-they continue to market
- Occupancy tax is increasing due to more units in the collective pot
- They are still collecting data for the sports and events calculator and encourage everyone to report their events
- Surveys have been mailed out and they are hoping to have the report in full to see how impactful tourism was in 2022
- Host a gathering of hotels for a time of networking and asking questions
- 50,000 Visitors' Guides 2023 are now available in print and is also available digitally: there are no more 2022 guides left
- They were awarded a grant, in the amount of \$7,200, for a painted mural in the Visitor's Center; and it will hopefully be completed by a local artist in June 2023.
- They are continuing their video series regarding visitor content
- They are continuing the passport program with the public art trail as the top checked-in passport trail
- Many prizes have been redeemed
- English and Spanish brochures are available

Cori presented that this week is the 40th Annual national Tourism Week and that Kosciusko is a thriving community. They will be having giveaways at participating locations and Kosciusko Chamber Cash can be won and spent here locally.

Lauren Rothan's white paper project "Kosciusko By Choice" won an \$1,800.00 grant to continue her team's marketing initiative.

IN THE MATTER OF MARCH 8, 2023 MINUTES APPROVAL:

Minutes from the March 8, 2023 meeting were presented for approval by members who were present for the meeting.

Motion: Mark Skibowski

To: Approve the March 8, 2023 meeting minutes as presented.

Second: Lyle Schrock

Ayes: 7 Nays: 0

Motion Carried

IN THE MATTER OF KCCRVC FINANCIALS:

John Hall presented the financial report as the following:

- this year's collections to date were slightly down from last year
- there was one hotel listed as delinquent, but the Auditor's Office updated the report as paid up to date
- John made a motion to delete two Grace College Lilly Center grants from the grant cycle which were from November 8, 2021. These grants were listed as Festival and Operations.

Motion: John Hall

To: Remove the Lilly Center from grants on 2021 which were not received or requested, as presented.

Second: Mark Skibowski

Ayes: 7 Nays: 0

Motion Carried

Motion: John Hall

To: Accept the financial report as presented.

Second: Lyle Schrock

Ayes: 7 Nays: 0

Motion Carried

IN THE MATTER OF 2024 BUDGET:

Mark Skibowski led the budget discussion, stating that there should be a safety net in the cash balance in case of an unexpected decline in the market.

In looking at the three categories of the simplified budget, Skibowski proposed CVB listed at \$510,000.00, Grants at \$360,000.00, and leaving Administration at the \$15,000. He reported that this year's total budget was \$785,000.00, and next year they are wanting to increase the proposed budget to \$885,000.00.

Further discussion was held regarding the CCAC. They do not want to lose tournaments due to facility issues. Mark Skibowski stated that he would like to see their portion increase from \$80,000.00 to \$100,000.00 within the grant category, leaving \$260,000.00 remaining for other grant opportunities within the community. He stated that through the CCAC board meetings, he had seen first-hand how Covid had a detrimental effect on operations and the deferred maintenance needs to be taken care of.

Mike Hagy, CCAC Executive and Tournament Director, gave an update regarding the financials and stated that they are slowly working on becoming more self-funded. They were able to pay for the plumbing maintenance costs themselves earlier this year.

On opening weekend, they had 400 kids in their KCCA program and they also partnered with Youth Little League. They are now busy Monday-Friday and have a full calendar especially on weekends. There have been 100 teams so far and they were keen on letting the county know they provide to the city of Warsaw. He also thanked them for their support.

Motion: John Hall

To: Approve budgeting \$510,000.00 for CVB, \$360,000 for Grants, and \$15,000 for Administration, for a total budgeted amount of \$885,000.00 in 2024.

Second: Lyle Schrock

Ayes: 7 Nays: 0

Motion Carried

Being no further business to come before the Commission, the meeting was adjourned.

**Kosciusko County Convention, Recreation & Visitors Commission
July 12, 2023**

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on July 12, 2023 at 9:00 a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President	John Hall, Treasurer
Mark Skibowski, Vice-President ABSENT	Doug Shoemaker ABSENT
Jessica Hartman-Secretary	Lyle Schrock
	Matt Metzger

The meeting was called to order by Kathy Ray.

Grant Requests

IN THE MATTER OF KEDCO:

Suzie Light with KEDCO presented a request for \$50,000.00 to engage in a market feasibility study for a conference center/performing arts project in downtown Warsaw. The study will include market command, financial feasibility, and economic impact. KEDCO and Warsaw have been involved in community centered economic inclusion work through Brookings Institute and LISC; and both have identified that downtown Warsaw should be the corporate civic and cultural center of the community. The funding would determine if it is feasible to have this type of center. The \$50,000.00 will help determine if KEDCO has the potential to create a \$50M project. Kathy Ray suggested \$30,000.00 towards the project.

MOTION: Kathy Ray	TO: Approve \$30,000.00 in grant funds
SECOND: Lyle Schrock	towards the request as presented.
AYES: 5	NAYS: 0
MOTION CARRIED	

IN THE MATTER OF KOSCIUSKO COUNTY VISITOR'S BUREAU AND VISITORS CENTER:

Cori Humes, KCCVB Executive Director, presented a request in the amount of \$60,530.00, for a digital message board sign. She stated for the past 24 years the US 30 located visitor center "V" sign has been a welcoming beacon and part of the landscape. Humes stated by having a digital marketing tool; this would be a vital way of sharing why Kosciusko County is a great place to live, work and play. It would be a resource to promote events occurring in the community. It would also notify visitors and traffic on US 30 of safety messages such as weather alerts, amber alerts, and silver alerts to the more than 8 million vehicles that travel annually. They received 3 separate quotes who specialize in this type of signage with a 16 x 8 ft sized sign. Humes stated they were awarded \$100,000.00 in ARPA funds and is requesting the balance of the chosen quote.

MOTION: John Hall	TO: Approve \$60,530.00 in grant funds
SECOND: Jessica Hartman	towards the request as presented.

AYES: 5 NAYS: 0
MOTION CARRIED

IN THE MATTER OF CLASSIC ARTS PROGRAMS, INC:

Lori Widman, Board President of the Classic Arts Programs, presented a request in the amount of \$5,000.00 for a choir program, “Christmas in the Village”, that will be held at the Winona Heritage room in December. Widman provided an overview of their organization. The request will go towards local accommodations and meals for the performers. Lori stated they have over 150 performers, approximately 40 of whom are children and approximately 15 of whom travel from Marshall County IN. Lori also stated that the Kosciusko County Convention, Recreation and Visitor Commission would have a full-page ad in the program booklets, logo on the sponsor page or anything else that is requested.

MOTION: John Hall TO: Approve \$5,000.00 in grant funds
SECOND: Jessica Hartman towards the request as presented.
AYES: 5 NAYS: 0
MOTION CARRIED

IN THE MATTER OF CCAC:

Mike Hagy, CCAC Executive and Tournament Director, requested funds to upgrade and renovate the west end restrooms and concessions which are approximately 29 years old. Hagy stated the east side restrooms and concessions have been upgraded with other funding. He stated repeat business is their driving force and the view of their facility is large factor in teams and players returning. They have received concerns from visitors of the condition of the west side restrooms. The work would be completed in the fall and winter due to this being their active time. The request is for up to \$50,000.00 to cover any incidental issues which may arise with their \$44,160.00 proposal. There was a brief discussion with the Commission and Hagy concerning the status of the park, their future plans for events and other funding sources.

MOTION: Kathy Ray TO: Approve \$50,000.00 in grant funds
SECOND: Lyle Schrock towards the request as presented.
AYES: 5 NAYS: 0
MOTION CARRIED

IN THE MATTER OF LILLY CENTER FOR LAKES & STREAMS:

Nate Bosch, Director of Lilly Center Lakes & Streams, requested support in the amount of \$15,000.00 which would help support their continued research and program in which they define dangerous types of algae. Nate Bosch stated algae toxins are the current biggest threat to the lakes that are visited by our community as well as other communities. He spoke briefly on what they are currently researching and what they will continue to research.

MOTION: John Hall TO: Approve \$15,000.00 in grant funds
SECOND: Jessica Hartman towards the request as presented.
AYES: 5 NAYS: 0

MOTION CARRIED

IN THE MATTER OF LAKE CITY SKIERS:

Chuck McLaughlin presented a request in the amount of \$7,703.28 for 2 quarterly payments on their boat motor purchase. Chuck stated his request was for an ongoing grant which started some time ago stating he had not requested a grant for the past two quarters as he was able to handle them through normal revenue. There are additional 2023 expenses with three major tournaments therefore he is requesting a grant of more expenses in 2023 to obtain funding.

MOTION: John Hall

TO: Approve a total of \$7,703.28 for 2

SECOND: Lyle Schrock

quarterly boat motor payments as presented.

AYES: 5 NAYS: 0

MOTION CARRIED

IN THE MATTER OF WHITE HILL PROJECT:

Lakesha Green, Wagon Wheel Executive Director, presented a revised request due to their prior request of \$232,835.00 being tabled at the last meeting. She stated members of the Commission viewed the Wagon Wheel buildings since the last meeting as well. She stated their board met and broke down the request which is for \$77,000.00 to replace windows at White Hill. Lakesha stated with the assistance of Milestone Construction they decided the windows are in the most critical need of repairing. Thomas with Milestone Construction advised there were roof repairs completed and some windows replaced with prior KCCRVC grant funds. He advised this request is to replace additional windows for the safety of the actors, actresses, and staff as the current metal and replacement windows do not meet those needs in the event of an emergency. The Commission held a brief discussion on the request and its criteria of what they can offer. Kathy Ray suggested \$40,000.00 towards the project to get it started.

MOTION: Kathy Ray

TO: Approve the request \$40,000.00 in grant

SECOND: Matt Metzger

funds towards the request as presented with

AYES: 5 NAYS: 0

the recommendation of seeking other funding

MOTION CARRIED

for the remainder of the request.

IN THE MATTER OF CVB UPDATE:

Cori Humes, KCCVB Executive Director, presented an update which included the following information:

- Travel trends are at a record high this year according to destination analysis. Kosciusko County is positioned well to attract visitors and deliver great opportunities for leisure travelers and corporate resident travelers.
- Occupancy has been down and hoping to see an increase over the next 12-months.
- The 2022 tourism economic impact research report should be available in August.
- On September 17th 2023 CVB will be hosting their third quarter Hotel Years Meeting at the visitor center.

- CVB have begun their visitor guide sales for 2024.
- The grant from IDDC for the mural in the visitor’s center is completed.
- Residents and visitors are signing up and checking in on the Bandwango passports program.

IN THE MATTER OF MAY 10, 2023 MINUTES APPROVAL:

Minutes from the May 10, 2023 meeting were presented for approval.

MOTION: Jessica Hartman
 SECOND: Lyle Schrock
 AYES: 5 NAYS: 0
 MOTION CARRIED

TO: Approve the May 10, 2023 meeting minutes as presented.

REVIEW OF FINANCIALS, GRANT WORKSHEET & INNKEEPER REMITTANCE:

John Hall stated Innkeepers is up to date. In regards to receipts, Hall stated they took in approximately \$350,000.00 a year ago, this year was approximately \$301,000.00. Most of the decline was in the Innkeepers tax. The Commission spoke briefly on hotel business and that people are still attending matters remotely rather than in person. Financials were discussed briefly and are in good standing.

MOTION: Jessica Hartman
 SECOND: Lyle Schrock
 AYES: 5 NAYS: 0
 MOTION CARRIED

TO: Approve the financial report as presented.

Being no further business to come before the Commission, the meeting was adjourned.

**Kosciusko County Convention, Recreation & Visitors Commission
 September 13, 2023**

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on September 13, 2023 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President-ABSENT
 John Hall, Treasurer

Mark Skibowski, Vice-President
Jessica Hartman-Secretary

Doug Shoemaker
Lyle Schrock
Matt Metzger

The meeting was called to order by Mark Skibowski.

Grant Requests

IN THE MATTER OF KOSCIUSKO COUNTY VISITOR'S BUREAU AND VISITORS CENTER:

Cori Humes, KCCVB Executive Director, presented a request in the amount of \$30,000.00 for Clearly Kosciusko. Last fall Lily Center for Lakes and Streams and Kosciusko County Convention and Visitors Bureau mutually agreed to transfer management from Lily Center for Lakes and Streams to the Convention and Visitors Bureau as well as the trade mark. This will magnify all the county has to offer to visitors and residents. Currently the CVB has been managing both the Clearly Kosciusko and Live Well in the Moment. Since managing both brands the CVB does feel both missions are very similar and rebranding the Convention and Visitor's Bureau from Live Well in the Moment to Clearly Kosciusko, this would greatly impact its county wide voice. It will still be a partnership with the Convention and Visitors Bureau, Lily Center for Lakes and Streams, Kosciusko County Economic Development, and Kosciusko County Chambers. The funding is to refresh the website, the goal is to combine the two websites into one website. Matt Metzger had a question about the pricing of the font that is \$1,900.00 and why they did not go with a lighter version. CVB decided it was best to own the licensing of the font due to the fact they are afraid the font will not transfer from devices; the font is the brand identity and they tried to find a free version. Lyle Schrock stated he felt the \$30,000.00 is a high number just to refresh the website and if there were other quotes. Cori advised Lyle they did not get other quotes due to the reasoning of they have a good partnership with Reusser and the price could double if not triple to completely redo the site with another company. Lyle suggested to use caution with the price or renegotiate. Cori expressed they have other funds for marketing if needed and will try to renegotiate.

MOTION: Lyle Schrock

TO: Approve \$25,000.00 in grant funds
towards the request as presented.

SECOND: Jessica Hartman

AYES: 6 NAYS: 0

MOTION CARRIED

IN THE MATTER OF CVB UPDATE:

Cori Humes, KCCVB Executive Director, presented an update which included the following information:

- Spend for leisure travel has declined from 46,000 earlier this year to 3,500.
- Leisure and overnight trips increased to 54% compared to trips in 2022.
- 84% of the travelers are planning a trip within the next 12 months and the county is positioned well to attract these visitors.
- The occupancy report has shown the business travel has decreased.
- Last month the CVB hosted a hotel meeting majority of the hotels were able to join.
- The CVB is still on track for the 2024 visitors guide and will be branded Clearly Kosciusko.

- The CVB passports are still doing well many people locally are redeeming prizes. Currently the most checked in location is the Public Art Trail.
- A part time employee has been hired and works about 24 hours a week.

IN THE MATTER OF July 12, 2023 MINUTES APPROVAL:

Minutes from the July 12, 2023 meeting were presented for approval.

MOTION: Jessica Hartman
 SECOND: Lyle Schrock
 AYES: 6 NAYS: 0
 MOTION CARRIED

TO: Approve the July 12, 2023 meeting minutes as presented.

IN THE MATTER OF CLAIMS APPROVAL:

Claims for The White Hill Project in the amount of \$11,863.65 and KEDCO in the amount of \$18,000.00 were presented and approved.

REVIEW OF FINANCIALS, GRANT WORKSHEET & INNKEEPER REMITTANCE:

John Hall stated Innkeepers has collected \$503,000.00, a year ago \$567,000.00 was collected. All the hotels and receipts are up to date. The start of the year KCCRVC started with \$1,100,000.00 and \$537,000.00 has been collected. The Auditors Office reviewed the grant spreadsheet with the board members that were present and will do more research and report back at the November 8, 2023 KCCRVC meeting.

MOTION: Jessica Hartman
 SECOND: Lyle Schrock
 AYES: 6 NAYS: 0
 MOTION CARRIED

TO: Approve the financial report as presented.

IN THE MATTER OF ADDITIONAL APPROPRIATION/FUND DISCUSSION:

Mark Skibowski, KCCRVC Vice-President, asked for a motion of additional appropriations in the amount of \$200,000.00.

MOTION: Jessica Hartman
 SECOND: John Hall
 AYES: 6 NAYS: 0
 MOTION CARRIED

TO: Approve the additional appropriation of \$200,000.00 as presented.

Mark Skibowski mentioned he met with the county council to present the KCCRVC budget and they had a few questions about the increase over all they are happy with what the KCCRVC is doing.

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission November 8, 2023

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on November 8, 2023 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kathy Ray, President	John Hall, Treasurer
Mark Skibowski, Vice-President ABSENT	Doug Shoemaker
Jessica Hartman-Secretary	Lyle Schrock
	Matt Metzger

The meeting was called to order by Kathy Ray.

Grant Requests

IN THE MATTER OF CHAUTAUQUA WAWASEE GRANT REQUESTS:

Sally Mahnken, advisor for Chautauqua Wawasee, presented a request for a grant for advertising in Visit Indiana for Chautauqua Wawasee, in the amount of \$500.00. Sally stated it does get sent to several surrounding states and over the last couple years there has been a couple hundred thousand requests for information and Chautauqua always sends a brochure out to those who request it. Their goal is to bring more people into Kosciusko County. The directory would publish in January of 2024 for the year. Sally also presented a request for a grant for Old-Fashioned Christmas for Chautauqua Wawasee in the amount of \$500.00. It is an outdoor event at Oakwood Resort in Syracuse, Indiana and it is free to the community. Sally stated this event is advertised in the various areas around Syracuse.

Motion: John Hall
Second: Jessica Hartman
Ayes: 6 Nays: 0
Motion Carried

To: Approve the Visit Indiana Grant request in the amount of \$500.00 and Approve the Old-Fashioned Christmas Grant request in the amount of \$500.00, as presented.

IN THE MATTER OF 2024 FAT & SKINNY TIRE FEST:

Nick Hauck, representing KCV Cycling Club, presented a request for a grant for the 2024 Fat and Skinny Tire Fest, in the amount of \$22,950.00. 2024 will be the 19th year of Fat & Skinny Tire Fest. Nick stated there used to be a time trial that went down to Zimmer and back, however last year they decided to do a downtown criterium to make it bigger and better for all riders. It is the largest three-day bike event in the Midwest.

Motion: John Hall
Second: Lyle Schrock
Ayes: 6 Nays: 0

To: Approve the 2024 Fat & Skinny Tire Fest Grant request in the amount of \$22,950.00, as presented.

Motion Carried

IN THE MATTER OF NCCAA D1 MEN’S & WOMEN’S BASKETBALL CHAMPIONSHIP:

Chad Briscoe, Director of Athletics at Grace College, presented a Sponsorship Grant, in the amount of \$5,000.00. 2024 will be 15 years for Grace College hosting the NCCAA D1 Men’s and Women’s Basketball Championship however 2024 will be the last year of hosting. Chad stated this is a filter tournament so as teams lose, they still stay in our community and the teams come a day early to do a service project in all of the elementary schools. There will be 16 college teams that play 24 games in a 4-day span. Chad thanked the KCCRVC for the support each year and stated it helps with marketing.

Motion: Jessica Hartman

Second: Lyle Schrock

Ayes: 6 Nays: 0

Motion Carried

To: Approve the Sponsorship Grant request in the amount of \$5,000.00, as presented.

IN THE MATTER OF JA OF WARSAW & TIPPECANOE VALLEY SCHOOLS:

Courtney Whetstone, Junior Achievement, presented a request for a grant in the amount of \$9,000.00. Courtney gave a background about Junior Achievement stating they partner with local schools and community members to teach children about financial literacy, entrepreneurship, money management, and job readiness skills. Courtney stated there are students taking new pathways and then it has been up to the teachers to try and find local employment for them whether it is apprenticeships or a career. JA would like to host a hiring fair that would allow 15 companies to join the Here to Career Program that was created in Fort Wayne, IN. They currently have approximately 100 students who want to explore the hospitality career field path and at least 20 of them have stated they would go to a hiring fair. The Commission held a brief discussion on the request and its criteria of what they can offer. Kathy Ray suggested \$2,500.00 with the recommendation of reaching out to the local hotels and attending the CVB meeting to get in front of hoteliers.

Motion: John Hall

Second: Matt Metzger

Ayes: 6 Nays: 0

Motion Carried

To: Approve the JA of Warsaw & Tippecanoe Valley Schools Grant Request in the amount of \$2,500, as presented with the recommendation of seeking other funding for the remainder of the request.

IN THE MATTER OF ARTFULLY WARSAW: CONNECTING COMMUNITIES:

Justin Taylor and Suzie Light, Warsaw Public Arts Commission, presented a request for a grant in the amount of \$10,000.00. The Warsaw Public Arts Commission was created in 2012 when at the time Michelle Bormet, the mayor’s assistant, coordinated a Seward Johnson temporary art installation downtown Warsaw which brought in a lot of travelers. The mayor at that time was so thrilled with it he suggested a group of volunteers to coordinate both temporary and permanent

art pieces in Warsaw. Since then, there have been several permanent and temporary art installations. Last April Warsaw was invited to an Indiana Arts Commission Workshop. Following the workshop, they applied and received a \$10,000.00 grant for 3 prong collaborative community arts making projects which will include a refurbish and install of six sculptures in the Warsaw City Parks. The sculptures were donated by Milton and Marie Holmgrain. Artist John Mishler will restore the artwork and install anchors. Suzie presented an art piece that has been at the downtown events and shared this as an idea of how a community can come together on a micro scale. Kathy started the discussion stating the communication piece and marketing piece falls in the KCCRVC wheelhouse. Suzie stated for marketing they have been engaging with professional marketing firms, they will be doing billboards, and social media. They have budgeted \$12,500.00 for the marketing piece and the total of the project is \$40,500.00. This will be ongoing; however, they do not plan on coming back next year to ask for another grant. Kathy recommended \$3,000.00.

Motion: Kathy Ray
Second: Lyle Schrock

To: Approve the ArtFULLY Warsaw:
Connecting Communities Grant Request in
the amount of \$3,000, as presented.

Ayes: 6 Nays: 0
Motion Carried

IN THE MATTER OF CVB UPDATE AND BALANCE OF GRANT FUNDS USAGE:

Cori Humes, Executive Director, presented an update, which included the following information:

- September occupancy is slightly down in comparison to 2022
- The sports and events calculator has been still collecting data
- The fourth quarter Hotelier Meeting is 11-16-2023
- The visitor's guide is on track to arrive in February of 2024 with the rebranding
- There has been great improvement with the Bandwango Passports
- The 2022 Audit has started
- The digital sign project should be erected by Thanksgiving weather permitting

IN THE MATTER OF 2024 CVB AGREEMENT AND KCCRVC INTER-LOCAL AGREEMENT:

The 2024 CVB Agreement and KCCRVC Inter-Local Agreement were presented for approval.

Motion: Kathy Ray
Second: Jessica Hartman

To: Approve the 2024 KCCRVC Inter-Local
Agreement, as presented.

Ayes: 6 Nays: 0
Motion Carried

IN THE MATTER OF SEPTEMBER 13, 2023 MINUTES APPROVAL:

Minutes from the September 13, 2023 meeting were presented for approval.

Motion: Jessica Hartman
Second: Lyle Schrock
Ayes: 6 Nays: 0
Motion Carried

To: Approve the September 13, 2023 meeting minutes, as presented.

IN THE MATTER OF KCCRVC REVIEW OF FINANCIALS, GRANT WORKSHEET, & INNKEEPER REMITTANCE:

John Hall presented the financial report, stating the Holiday Inn Express & Suites is still delinquent, the last payment was received in July. At the end of October 31st there was a little over a million dollars in their account. John stated year to date they are down \$88,000.00 through October and they are down \$14,000.00 on the Innkeepers Tax compared to last year. John discussed that a year ago Wagon Wheel White Hill Manor asked for \$80,000.00 and they have received \$40,000.00. Wagon Wheel still has \$40,000.00 that they will need to submit bills for before the end of the year and requested a letter be sent to Wagon Wheel as a reminder.

Motion: Kathy Ray
Second: Jessica Hartman
Ayes: 6 Nays: 0
Motion Carried

TO: Approve the financial report, as presented.

IN THE MATTER OF APPROVAL OF 2024 KCCRVC MEETING DATES:

Rhonda Helser, County Auditor, presented the 2024 KCCRVC meeting dates. Discussion was held regarding availability during the 2024 year. January and July's meeting dates were moved to the 17th.

Motion: Kathy Ray
Second: Jessica Hartman
Ayes: 6 Nays: 0
Motion Carried

To: Approve the 2024 Meeting Dates, with the change of January and July 17th, 2024, as presented.

IN THE MATTER OF CLAIMS:

Rhonda Helser, County Auditor, presented a claim for operating expenses in the amount of \$500.00.

Motion: John Hall
Second: Kathy Ray
Ayes: 6 Nays: 0
Motion Carried

To: Approve the claim, as presented.

IN THE MATTER OF CLEARLY KOSCIUSKO MARKETING:

Rhonda Helser, County Auditor, presented in November of 2021 the board approved a grant in the amount of \$5,715.00 to Lily Center for Lakes & Streams. The current balance of the grant is

\$2,224.91. KCCVB has since taken over management of the Clearly Kosciusko brand and would like to request a transfer of the remaining grant funds of \$2,224.91 to KCCVB.

Motion: John Hall

Second: Jessica Hartman

Ayes: 6 Nays: 0

Motion Carried

To: Approve the transfer of \$2,224.91 to KCCVB, as presented.

Being no further business to come before the Commission, the meeting was adjourned.