

**PARK COUNTY TRAVEL COUNCIL  
MONTHLY MEETING  
WEDNESDAY, SEPTEMBER 20, 2023  
ZOOM MEETING  
CODY, WY  
10:00 A.M.**

**PARK COUNTY TRAVEL COUNCIL MONTHLY MEETING**

**PRESENT:** Michael Darby, John Wetzel, Ruffin Prevost,  
Emily Swett (zoom), Christine Gleason and Quintin Blair

**ABSENT:** John Parsons, Rick Hoeninghausen, Michaela Jones and Sandy Newsome

**OTHER ATTENDEES:** Amanda Keyes

**MOTIONS APPROVED**

1. Quintin Blair motioned, seconded by John Wetzel, to accept the agenda. Motion passed unanimously.
2. Quintin Blair motioned to approve the bills as presented, seconded by Emily Swett. Motion passed unanimously.
3. Ruffin Prevost motioned, seconded by Quintin Blair, to table the discussion about the Sunlight Sports Hiking Guides contract until the October board meeting. Motion passed unanimously.
4. Ruffin Prevost motioned, seconded by John Wetzel, to award the Cold Fear, LLC \$1,250.00 for the 2024 Wyoming Ice Festival, January 4-7, 2024. Motion passed unanimously.
5. Emily Swett motioned, seconded by Quintin Blair, to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 10:12 a.m.

**CALL TO ORDER**

Chairman, Mike Darby called the meeting to order at 10:03 a.m.

**APPROVAL OF AGENDA**

Quintin Blair motioned, seconded by John Wetzel, to accept the agenda. Motion passed unanimously.

**ADMINISTRATIVE/FINANCIAL REPORTS**

**LODGING TAX REPORT**

John Wetzel reported that the total lodging tax collections for the month of August were up +\$162,744.25 (+28.92%) and up +\$364,113.05 (+34.23 %) for the year.

**ADMINISTRATIVE BILLS:**

Delta Dental in the amount of \$394.05 for September dental insurance; Mountain Health Co-op in the amount of \$4,061.21 for September health insurance; Jay Moody in the amount of \$825.00 for bookkeeping; Hays Companies, Inc. in the amount of \$2,237.00 for board liability insurance; The Way West Management in the amount of \$2,000.00 for rent and \$381.22 for utilities; TCT in the amount of \$275.45 for Phone/Internet; Cannon in the amount of \$159.30 for Printer/Copier/Scanner/Paper; Office Solutions, Inc. in the amount of \$67.91 for Printer/Copier/Scanner/Paper; Big Horn Water in the amount of \$45.50 for water; 360 Office Solutions in the amount of \$36.12 for water; Jay Moody in the amount of \$314.49 for admin needs; 360 Office Solutions in the amount of \$109.75 for admin needs; Amanda Keyes in the amount of \$19.82 for admin needs; Sarah Chadd in the amount of \$240.00 for cleaning; and Master Card – Ace Hardware and Amazon in the amount of \$69.22 for admin needs. Administrative bills totaled \$11,236.04.

**REQUESTS FOR PAYMENT:**

Cody Yellowstone in the amount of \$180,836.15 for August expenses; Cody Country Chamber in the amount of \$12,376.86 for visitor center; Cody Country Chamber of Commerce in the amount of \$5,000.00 for the

Buffalo Bill Art Show & Sale Marketing; Meeteetse Visitor Center in the amount of \$3,560.96 for visitor center staffing and \$406.46 for FY2024 Marketing; Museum of the Old West in the amount of \$4,170.00 for FY2024 Marketing; and Powell Economic Partnership in the amount of \$10,000.00 for visitor center staffing. Requests for payment totaled \$216,350.43.

Quintin Blair motioned to approve the bills as presented, seconded by Emily Swett. Motion passed unanimously.

### **VISITOR CENTER STAFF AGREEMENTS**

Michael Darby discussed the Visitor Center Staff Agreements with the board.

### **OLD BUSINESS**

#### **SUNLIGHT SPORTS HIKING GUIDES CONTRACT – REVISED BY ATTORNY**

Ruffin Prevost motioned, seconded by Quintin Blair, to table the discussion about the Sunlight Sports Hiking Guides contract until the October board meeting. Motion passed unanimously.

### **NEW BUSINESS**

#### **SPONSORSHIP REQUESTS**

Cold Fear, LLC requested \$4,000.00 for the Wyoming Ice Festival, January 4-7, 2024.

Ruffin Prevost motioned, seconded by John Wetzel, to award the Cold Fear, LLC \$1,250.00 for the 2023 Wyoming Ice Festival, January 4-7, 2024. Motion passed unanimously.

### **GOOD OF THE ORDER**


No Good of the Order.

### **ADJOURN**

Emily Swett motioned, seconded by Quintin Blair, to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 10:12 a.m.

**IMPORTANT: Use of any information contained in these unapproved minutes is prohibited unless confirmed and authorized by the Park County Travel Council office, (307) 587-8589.**

Approved



Date