

Town of Swansboro
Tourism Development Authority
January 12, 2023

In attendance: Chairman Randy Swanson, Sherri Handcock, Scott Chadwick, Jack Harnatkiewicz, Linda Thornley. (Dusty Rhodes Absent)

Call to Order

The meeting was called to order at 2:33 pm with a quorum present.

Reports

Finance Director Sonia Johnson reviewed the Financial Summary Analysis, which reflected a balance of \$186,822.12 on 12/31/23.

Front Row Communications provided a marketing & advertising report.

New Business

a) **Funding Requests**

The Historical Association sought \$5,000 funding for marketing the museum and public programs; specifically: posters, pamphlets/rack cards, website and maintenance, Walking Tour Design and printing, Museum and Association Membership Software.

The Board made a unanimous decision to approve \$4,000 and the funds can be spent on any of the items mentioned above.

Front Row Communications-Ann Marie Bass provided the Quarterly Marketing & Advertising Report and requested additional funds for Our State Magazine for the April 2023 issue.

With a motion to approve by Scott Chadwick and a second by Randy Swanson funding request of \$1,334 was unanimously approved for the April 2023 ad in the Our State Magazine.

Budget Amendment 2023-3 provides the funding approved for the Historical Association \$4,000 and Our State Magazine \$1,334.

On a motion by Randy Swanson, seconded by Scott Chadwick, the funding request of \$5,334 was unanimously approved.

- b) **Front Row Communications-Letter of Agreement**-FY 2022/2023 & FY 23/24-
On a motion by Randy Swanson, seconded by Scott Chadwick the Letter of Agreement was approved unanimously.
- c) **Audit Financial Statements**-June 30, 2022-Annually, the Swansboro Tourism Development Authority is required to have its accounts audited after the close of each fiscal year. Gregory T. Redman provided the audited financial statements as of June 30, 2022.

Opinion: In my opinion, based on my audit, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Swansboro Tourism Development Authority as of June 30, 2022, and the respective changes in financial position, and budgetary comparison for the year then ended in accordance with accounting principles generally accepted in the United States of America. **“Unmodified Opinion”**

Board Comments

Scott Chadwick stated that Onslow County Tourism has grant opportunities.

Linda Thornley mentioned there is a military and civilian group that will be coming to this area to do a combined maneuver.

Adjournment

On a motion by Randy Swanson, seconded by Scott Chadwick, the meeting adjourned at 3:35pm.

Next TDA Meeting

To be held April 13th 2023 @ 2:30pm.