

**TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES**  
**Thursday – November 8, 2018**

**CALL TO ORDER**

Meeting called to order at 4:01 PM

**1. ROLL CALL**

*Present:* Committee members Sonya Billington, Barbara Ciaramella, Tim Kennedy, Candice Michel, Bob Pieper, Dane Tippman and Skip Watwood

Also present: Staff Committee Liaison Lauri Ziemer

**2. APPROVAL OF MINUTES –**

**Motion made by Candice Michel to approve the minutes of October 11, 2018; motion seconded by Dane Tippman. Committee voted and the motion carried unanimously.**

**3. Public Comment** – no one requested to speak to the Committee regarding non-agenda items.

**Motion made by Dane Tippman to move Agenda Item 6 – Committee Comments on Non-Agenda Items to be Agenda Item 4, motion seconded by Sonya Billington. Committee voted and motion carried unanimously.**

**4. COMMITTEE COMMENTS ON NON-AGENDA ITEMS**

Candice Michel advised that she had been asked by the Mayor to resign from TPAC. She stated she did not feel she had engaged in behavior that warranted resignation and had advised the Mayor she would not resign, indicating the Mayor would take the request to the City Council to determine.

After a recent Ethics Training course attended by Committee members Tim Kennedy made a statement that he had a potential conflict of interest on potential TPAC grants because he is a local motel owner.

Barbara Ciaramella made a statement that she had a potential conflict of interest on potential advertising as she is associated with the Mile by Mile Guide publication.

Both statements were noted by the committee.

**5. ACTION ITEMS**

**a. Committee Elections – Motion made by Candice Michel to nominate Skip Watwood as Chair, motion seconded by Dane Tippman. Committee voted and the motion carried unanimously. Motion made by Dane Tippman to nominate Candice Michel as Vice Chair, motion seconded by Sonya Billington. Committee voted and the motion carried with Bob Pieper abstaining.**

**6. INFORMATIONAL ITEMS**

- a. Port Fish Cleaning Station Evaluation** – Dave Kuehn with Oregon South Coast Fishermen thanked the committee for funds to install a sign at the Harbor promoting the Port of Brookings Harbor which many people stand in front of for photos after catching fish.
- b. Rick Dancer Media Services** – Julie Miller not in attendance to provide any video stats. Committee tabled item.

- c. **Regional Tourism Branding** – Julie Miller not in attendance to provide further information. Committee tabled item.
- d. **Recent Council Actions** – Lauri Ziemer advised City Council approved the TPAC funding request of \$3,000 to Nature’s Coastal Holiday.
- b. **TPAC Budget and & Internet Hit Info** – Committee reviewed the budget. Lauri Ziemer advised the task of compiling the monthly internet hit info required multiple staff hours and questioned if the committee found the information useful any longer. Some thought the number of views might be useful when determining what time of year videos are most accessed. Some thought compiling data on the number of motels rooms rented monthly would be useful in determining which events are bringing visitors to the area. **Motion made by Dane Tippman to request compilation of 2015, 2016 and 2018 monthly bed tax information; motion seconded by Candice Michel. Committee voted and the motion carried with Skip Watwood, Sonya Billington and Tim Kennedy abstaining.**

**7. SCHEDULE NEXT MEETING** – Next meeting scheduled for January 10, 2018. Committee cancelled the December 13, 2018 meeting.

**8. ADJOURNMENT** – with no further business before the Committee, meeting adjourned at 4:55 pm.

Respectfully submitted,



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Skip Watwood, Chair  
(approved at January 10, 2019 meeting)