

**TOWN OF PROVINCETOWN – VISITOR SERVICES BOARD**

WEDNESDAY, MARCH 11, 2005

JUDGE WELSH HEARING ROOM

Chairman Steve Melamed reconvened the meeting at 10:35 AM noting the following attendees:

VSB members: Peter Bez; Lynne Davies, Vice Chairman; Ellen Freeman; Laurel Guadazno; Steve Melamed, Chairman; Mick Rudd and Barbara Rushmore

VSB members absent:

Other attendees: Patricia Fitzpatrick, Tourism Director; Rick Murray, Provincetown Repertory Theatre

Recorder: Bill Schneider

The following are meeting minutes, in brief.

The Chairman requested the Board revote on the additional grant applications for FY 05.

**MOTION:** *Move to approve the municipal enhancement grant application submitted by the Provincetown Public Pier Corporation for MacMillan Pier Informational Kiosks in the amount of \$4,150.*

**Motion by:** ..... Steve Melamed **Seconded by:** Barbara Rushmore Yea 6 Nay 1 (PB)

**MOTION:** *Move to approve the promotional grant application submitted by the Provincetown International Film Festival in the amount of \$10,000.*

**Motion by:** ..... Steve Melamed **Seconded by:** Lynne Davies Yea 6 Nay 1 (EF)

**MOTION:** *Move to approve the promotional grant application submitted by the Unitarian Universalist Meeting House of Provincetown for the Great Music on Sundays at Five event in the amount of \$500.*

**Motion by:** ..... Steve Melamed **Seconded by:** Ellen Freeman Yea 6 Nay 0 Abstain 1 (PB)

**MOTION:** *Move to approve the promotional grant application submitted by the Women's Innkeepers of Provincetown for the Single Women's Weekend in the amount of \$6,000.*

**Motion by:** ..... Steve Melamed **Seconded by:** Lynne Davies Yea 6 Nay 0 Abstain 1 (EF)

**MOTION:** *Move to approve the promotional grant application submitted by the Provincetown Art Association and Museum for the Family Week event in the amount of \$1,000.*

**Motion by:** ..... Steve Melamed **Seconded by:** Lynne Davies Yea 6 Nay 0 Abstain 1 (EF)

**MOTION:** *Move to approve the promotional grant application submitted by the Crown & Anchor Theatre Series for the production of "Die Nasty" in the amount of \$2,500.*

**Motion by:** ..... Steve Melamed **Seconded by:** Ellen Freeman Yea 7 Nay 0

Discussion regarding the Library Building Fund grant application ensued and the Chairman requested the meeting minutes from February 9, 2005 be amended to reflect the grant application for FY 06.

**MOTION:** *Move to amend the minutes for the February 9, 2005 meeting to reflect the approval of promotional grant application submitted by Barbara Rushmore for the Library Building in the amount of \$5,000 be for FY 06.*

**Motion by:** ..... Barbara Rushmore **Seconded by:** Mick Rudd Yea 6 Nay 0 Abstain 1 (EF)

The Chairman requested the Board re-appoint Ellen Freeman as the Women's Innkeepers of Provincetown representative to the VSB for the three-year term effective June 1, 2004.

**MOTION:** *Move to appoint Ellen Freeman as the Women's Innkeepers of Provincetown to the VSB for*

*the three-year term effective June 1, 2004.*

**Motion by: ..... Steve Melamed Seconded by: Lynne Davies Yea 6 Nay 0 Abstain 1 (EF)**

**MOTION: *Move to table discussion of grant application #26 – Sinking Fund for Fire House #2, until the next regular meeting of the VSB.***

**Motion by: ..... Mick Rudd Seconded by: Laurel Guadazno Yea 6 Nay 1 (EF)**

The Chairman announced the next meeting of the VSB shall be Tuesday, April 12 at 10:00 AM.

The request of the Assistant Town Manager to attend the Governor's Conference on Travel and Tour and have the VSB reimburse her for the registration fee and hotel expenses was discussed.

**MOTION: *Move to approve the request of the Assistant Town Manager for reimbursement of hotel and registration fee to attend the Governor's Conference on Travel and Tour in the amount of \$488.00.***

**Motion by: ..... Mick Rudd Seconded by: Barbara Rushmore Yea 3 Nay 4 (PB, SM, LD, LG)**

Rick Murray presented the grant application submitted by the Provincetown Repertory Theatre for the production of "Crazy Eyes." The Board discussed the application.

**MOTION: *Move to approve the promotional grant application submitted by the Provincetown Repertory Theatre for the production of "Crazy Eyes" in the amount of \$5,000.***

**Motion by: ..... Mick Rudd Seconded by: Ellen Freeman Yea 7 Nay 0**

Vice Chairman Davies presented an update on Lopes Square.

**MOTION: *Move to approve Cer-tron Construction Corporation for the Lopes Square bid.***

**Motion by: ..... Peter Bez Seconded by: Mick Rudd Yea 7 Nay 0**

Vice Chairman Davies presented a budget update.

**MOTION: *Move to approve the minutes from the March 8, 2005 meeting as amended.***

**Motion by: ..... Mick Rudd Seconded by: Laurel Guadazno Yea 7 Nay 0**

The marketing budget and proposed marketing plan was discussed. Vice Chairman Davies requested the Tourism Director send actual contracted amounts for advertising to her by email.

Ellen Freeman stated she had previously requested this information and never received it, although the Tourism Director stated she had sent the information to Ms. Freeman on several occasions. An updated marketing budget information sheet was included in the information provided to the Board at the beginning of the meeting. The Tourism Director confirmed she has provided three different budgets, a revised matrix of the budget previously requested by the Board, and additional information regarding the budget just presented including circulation data.

Barbara Rushmore spoke about the article she submitted for the Annual Town Meeting regarding ozone.

Barbara Rushmore left the meeting at 12:35 PM.

Peter Bez addressed the request of the Provincetown International Film Festival to place an ad.

**MOTION: *Move to approve \$300 from the marketing budget to design a full-page full-color ad promoting Provincetown for an ad to be paid for by the Provincetown International Film Festival).***

**Motion by: ..... Peter Bez Seconded by: Ellen Freeman Yea 7 Nay 0**

Ellen Freeman move to continue the discussions about common goals of the VSB.

Laurel Guadazno left the meeting at 12:50 PM.

The Chairman confirmed the Agenda for next meeting will include the continuation of discussion regarding the Chamber of Commerce and PBG marketing, the FY2005 marketing budget, and new business.

The Chairman adjourned the meeting at 1:00 PM.