



AGENDA
BOARD OF DIRECTORS' MEETING
Martinsburg-Berkeley County Convention and Visitors Bureau
Wednesday, March 15, 2017
10:00 am

I	CALL TO ORDER <ul style="list-style-type: none">• Approval of Agenda	Kristina Arntz
II	APPROVAL OF PREVIOUS BOARD MINUTES	Kristina Arntz
III	FINANCIAL REPORTS <ul style="list-style-type: none">• Monthly Reports (Balance Sheet and P&L)	Laura Gassler
IV	REPORTS <ul style="list-style-type: none">• Communications Assistant Report• Assistant Director Report• Executive Director Report• Arts Report• Traveler Report• Lodging Report• Library/Community News	Samantha Cronk Mark Jordan Laura Gassler Anna Howard Vanessa Williamson Kristina Arntz Kelly Tanksley
V	NEW BUSINESS <ul style="list-style-type: none">• Docent Program Renewal	Kristina Arntz
VI	OLD BUSINESS <ul style="list-style-type: none">• As needed	Various
VII.	ONGOING BUSINESS <ul style="list-style-type: none">• As needed	Laura Gassler
VIII	ADJOURNMENT	Kristina Arntz