



**Executive Committee Meeting  
Monday, April 20, 2020 – 4:00 p.m.  
Teleconference/Videoconference via Zoom**

***Link to join videoconference:***

<https://zoom.us/j/99843911672?pwd=MEVtRHhjbFNHTTdTeIJpSHhVTWRiZz09>

Meeting ID: 998 4391 1672

Password: 661084

This meeting will be conducted via teleconference/videoconference for all board members and members of the public to attend.

You may join from your internet connected phone or computer using the link and password in the above link. If you are unable to join by video device, you may join by telephone at the following number:

Telephone number +301 715 8592

Meeting ID: 788 149 091

Password: 661084

**Agenda**

- I. Call to Order, establish quorum and ensure public notice requirements have been met  
Executive Committee members, staff and the public will attend this meeting via videoconference/teleconference
- II. **Consent Agenda**
  - a. Consider Acceptance of the March 23, 2020 Executive Committee Meeting Minutes.  
**ACTION:** Motion to accept/amend March 23, 2020 Executive Committee Meeting Minutes.
  - b. Consider Acceptance of the March 2020 Membership Report.  
**ACTION:** Motion to approve/amend/disapprove the March 2020 Membership Report.
  - c. Consider Acceptance of the March 2020 City Council Report.  
**ACTION:** Motion to accept/amend/disapprove the March 2020 City Council Report.
- III. Reports:
  - Chair's Report – Jennifer Ellis
    - *Chair 100-mile challenge update*
  - Interim President's Report- Sylvia Burgess
    - *Discuss Office Personnel terminations and layoffs*
    - *Discuss Dashboard*
  - Hotel-Motel Tax Representative Report – Candy Hanza
    - *Average occupancy activity for Lawton for April, and May expectations*
    - *Status of open and closed hotels*
    - *Discuss occupancy rate*
  - Nominating Committee Report – Mark Scott
    - *Discuss status of search for new President/CEO*
    - *Discuss Slate of Officers and Directors for 2020-21 (voted on in Business)*
- IV. Consider Acceptance of the March 2020 Financials. Discussion – Sylvia Burgess  
**ACTION:** Motion to accept/amend the March 2020 Financials.

VIII. Business

- a. **Consider recommendation by the Nominating Committee for the 2020-2021 slate of officers and new directors.**  
**ACTION:** Motion to approve/amend/disapprove the slate of officers and new directors presented by the Nomination Committee.
- b. **Consider recommendation by the Chair to accept the Town Square Publications contract for the 2020 – 2021 Business & Visitors Guide.**  
**ACTION:** Motion to approve/amend/disapprove acceptance of the Town Square Publications contract for the 2020 – 2021 Business & Visitors Guide.
- c. **Consider recommendation by the Chair to approve 2020 – 2021 Budget.**  
**ACTION:** Motion to approve/amend/disapprove 2020 – 2021 Budget.
- d. **Consider recommendation by the Chair to approve 2020 – 2021 Hotel-Motel Budget.**  
**ACTION:** Motion to approve/amend/disapprove the 2020 – 2021 Hotel-Motel Budget.
- e. **Consider adopting a borrowing resolution authorizing the President to pursue loans, lines or credit, and/or refinance of the existing building loan to manage cash flow.**  
**ACTION:** Motion to authorize/approve/disapprove borrowing resolution authorizing the President to pursue and close on loans, lines of credit, and/or refinance of the existing Chamber building up to a total of \$350,000.00.
- f. **Consider ratifying the actions of the interim President in applying for an Economic Injury Disaster Loan through the SBA.**  
**ACTION:** Motion to ratify/disapprove the initial loan application to the SBA for an Economic Injury Disaster Loan submitted by the President on behalf of the Lawton Fort Sill Chamber of Commerce and Industry on April 7, 2020.
- g. **Consider recommendation to City Council to increase the Hotel-Motel tax rate from 5.5% to 7% for a period of five years.**  
**ACTION:** Motion to recommend/amend/disapprove increase in the Hotel-Motel tax rate from 5.5% to 7% for a period of five years to be voted on in the August 2020 ballot.

IX. New Business

X. Adjourn

Attendees:

Albert Johnson, Jr. - Videoconference  
Barry Ezerski – Videoconference  
Candy Hanza - Videoconference  
Jacob Brox - Videoconference  
Jason Hensley - Videoconference  
Jennifer Ellis – Videoconference  
Mark Brace - Videoconference  
Mark Scott - Videoconference  
Sylvia Burgess - Videoconference  
Brad Cooksey - Videoconference