

**OFFICE OF THE CITY COUNCIL**

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**MEETING MINUTES - AMENDED**

**TOURIST DEVELOPMENT COUNCIL MEETING**

**Honorable Lori N. Boyer, TDC Chairman**

**Wednesday, August 17, 2016**

**2:00 PM**

**117 West Duval Street**

**City Hall, First Floor**

**Lynwood Roberts Room**

**I. CALL TO ORDER**

**Roll Call**

City Council President Lori Boyer, Board Chairperson

City Council Vice President John Crescimbeni, Board Vice Chairperson

City Council Member Greg Anderson, Board Member (dep. 4:13 p.m.)

Barbara Goodman, Board Member

M. G. Orender, Board Member

Kirit Patidar, Board Member - excused

Craig Smith, Board Member

Jeffrey Truhlar, Board Member

Annette Hastings, TDC Executive Director

Jeff Clements, Chief of Research

Kyle Billy, Assistant Council Auditor

Phillip Peterson, Council Auditor’s Office

Lawsikia Hodges, Deputy General Counsel

Jim McCain – Office of General Counsel

          **Meeting Convened 2:00 p.m. Meeting Adjourned: 6:00 p.m.**

 **II. Introduction**

Chairwoman Boyer announced that a Public Comment period will be held later in the meeting and invited anyone interested in speaking to fill out and turn in a yellow speaker request card.

**III. Approval of Minutes**May 19 and May 25, 2016

The minutes of the May 19, 2016 meeting of the TDC were approved as distributed. The May 25, 2016 minutes were amended to show Council Member Crescimbeni as being in attendance and approved as amended.

**IV. Opening Remarks-Time Line FY 2016-2017**

1. **Partial Year Budget Operation**
2. **Tourist Development Plan**
3. **Request for Proposal (RFP)**
4. **Discussion to Identify Recommendations for New Tourist Development Opportunities**

Chairwoman Boyer explained that a partial-year budget will need to be adopted to fund the TDC’s operations while the Tourist Development Plan is being adopted, after which a permanent budget will be adopted to reflect that plan. One of the tasks for the upcoming year will be to issue an RFP for convention and marketing services. Another will be to identify potential new tourist development opportunities (i.e. construction of an aquarium, convention center, amusement park, etc.).

**V. Public Comments**

None

**VI. Reports**

Presentation……………………………………………………………….Rick Catlett, President, Gator Bowl Sports

In light of the Council’s long agenda, Mr. Catlett’s presentation was deferred to a future meeting.

Florida First Coast of Golf Quarterly Report……………....David Reese, President

Mr. Reese reported that Jacksonville area’s golf rounds are up 4%, leading the state in growth. Staff attended an international golf marketing event and thinks that a number of good contacts for potential business were made. The report closes out the fourth quarter of the TDC’s grant to First Coast of Golf.

TDC Liaison to Visit Jacksonville…………….. M.G. Orender

Mr. Orender did not have a presentation for this quarter.

TDC Policy Subcommittee Grant Application Guidelines – Deferred to TDC Meeting November 17, 2016

 **VII. TDC FINANCIAL REPORT**

TDC Financial Report………………………………… Kyle Billy, Assistant Council Auditor

* Bid Fees
* CVB Convention Grants TDC Budget FY 2016-2017

Mr. Billy reported that the comparison of the last 12 months to the prior 12 months showed revenues up 10.32% and the comparison of July 2015 to July 2016 showed collections up 17.7%. The budgetary balance in the FY15-16 budget available for expenditure is $135,000, which reflects the waiver of the Tourist Development Plan by City Council and therefore is usable for any state-authorized purpose. Fund balance as of the end of July was $1,654,040 which must be used in accordance with the Plan – 50% for promotion and expansion of convention activities, 25% for marketing and development of tourist development facilities and attractions and 25% for acquiring, constructing, expanding, enlarging, operating and promoting city-owned convention centers, sports stadiums, arenas, coliseums and auditoriums.

Mr. Billy reported that City Accounting would not authorize payment of the $50,000 requested for bid fees because that would violate the Ordinance Code because they would be paid in advance of services rendered. He suggested that the $50,000 could be budgeted in with Other Grants. Paul Astleford explained the expectation on the part of some events (particularly sporting events) that this is standard practice in the industry and cities that don’t make bid payments (which could be refunded later if the event comes to the city) are not eligible to compete for the event. Rick Catlett of the Jacksonville Sports Council said that the Council would front the fees from private sources for sporting events.

**Motion**: reallocate the $50,000 from “bid fees” to the “other marketing” fund – **approved unanimously**.

The Council in the May meeting discussed approving $200,000 for convention grants in the FY16-17 budget, subject to Council approval, but didn’t formally vote on that allocation. Ms. Boyer said that there is room in the budget to reallocate from the convention development activities fund required by the adopted plan because the City typically does not use that much for convention marketing purposes. Paul Astleford reported that convention booking activity is increasing but the amount offered per room night is decreasing as the staff uses more strict review and approval standards in committing those grants. Ms. Boyer and Lawsikia Hodges reiterated that all expenditures must be in compliance with the TDC state statute and local tourist development plan. Mr. Astleford explained the criteria used to evaluate and commit the grants, and Mr. Crescimbeni requested a copy of the criteria

**Motion**: approve $200,000 for convention grants in FY16-17, subject to approval by the City Council – **approved unanimously**.

**VIII. New TDC Grant Funding Requests**

Commissioner Goodman requested clarification of the differences between the current year’s bed tax allocations and the new allocations taking effect in FY16-17. Ms. Boyer noted that there is a tentative encumbrance of $12,500 for three events to which staff has already committed funding, pending TDC approval, which needs to come out of the remaining $135,000 in the FY15-16 budget.

 **PRESENTATIONS**

 **1.          Georgia-Florida Football Game 2016**

                        **Applicant**:          City of Jacksonville Office of Sports & Entertainment

        **Presenter**:                 David Herrell, Manager, Office of Sports & Entertainment

  **Date**:                         October 28-29, 2016

 **Location**:                   Everbank Field

 **Grant Amount**:        $60,000.00

 **Room Nights**:           20,000 (TDC Signature Event)

 **Room Night Rebate**: None

                       **Funds Use**:   Event Signage/Promotional Materials

 Operation Student Sideline Safety Zones

Dave Herrell, Manager of the Office of Sports and Development, reported that the game contract has been extended for 5 years through 2021 and the two universities are very excited about the improvements inside the stadium and those coming with the flex field and amphitheater to be constructed outside the south end of the stadium. There will be a pre-game concert by the Avett Brothers at the Veteran’s Memorial Arena this year to add to the festivities. Mr. Herrell described the 6 Student Sideline Safety Zone locations, all of which are on public property, and stated that they are advertised to students in Gainesville, FL and Athens, GA to attract their attendance. In response to a question from Commissioner Truhlar, Mr. Herrell said that they have budgeted $60,000 as a baseline amount and expect to deploy more signage this year than last which will use more than the $28,000 expended last year.

**Motion** (Truhlar): approve the $60,000 allocation to the Georgia-Florida Sideline Safety Zones

**Motion** (Crescimbeni): approve an allocation of $40,000 to the Georgia-Florida football game Sideline Safety Zones – **approved unanimously**.

 **2.          Florida’s First Coast of Golf Marketing Cooperative FY 2016-2017**

**Applicant:** Florida’s First Coast of Golf

**Presenter:** David W. Reese, President, Florida’s First Coast of Golf

**Date:**                           October 1, 2016-September 30, 2017

 **Grant Amount:** $148,838.00

* Ist Quarterly Payment - $37,209.50
* 2nd Quarterly Payment-$37,209.50
* 3rd Quarterly Payment-$37,209.50
* 4th Quarterly Payment -$37,20950

 **Room Nights**:            Projected:    81,984

**Funds Use**:                 Advertising/Marketing Programs for Leisure Golf Tourism

Ms. Boyer noted that the request is the same as what was awarded last year and suggested the possibility of approving a grant for one or two quarters pending the development of the new Tourist Development Plan. Mr. Reese explained the various expenditure categories and advocated for the funding on the grounds that, in conjunction with the funding provided by other counties and the private funds the organization raises, the City’s funds leverage a great return on investment. The timing of the grant is important because the area’s prime tourist-related golfing season occurs in the winter and early spring, so advertising in those time periods may be affected by how much funding is available in the first quarter of the fiscal year.

**Motion** (Anderson): appropriate $37,209.50 for the first quarter allocation to First Coast of Golf advertising/marketing – **approved 6-1** (Crescimbeni opposed)

**3. Beaches Octoberfest 2016**

                      **Applicant**:                Beaches Octoberfest, Inc.

    **Presenter**:                Joshua Woolsey, Managing Partner

 **Date**:                          October 14-16, 2016

 **Location**:                   Sea Walk Pavilion-Jacksonville Beach

 **Grant Amount**:        $50,000.00

 **Room Nights**:           6,000 @ $8.33 per room night (No Room Night Rebates)

                       **Funds Use**:                 Regional Marketing

Joshua Woolsey reported that last year’s TDC allocation of $20,000 ($30,000 requested) helped to double the attendance at the event and fill every hotel room at the Beaches through marketing to Northeast Florida and Southeast Georgia. This year they have booked the band Blues Traveler as the headline act and want to advertise the event to additional cities in a wider circle, thus the request for additional funding. Mr. Woolsey answered questions about the event’s attendance and its charitable giving purposes. Ms. Goodman noted that it is the TDC’s policy to reduce its funding for events from year to year. Mr. Woolsey said that his organization has requested but not been granted any funding by the Beaches cities. He believes that his organization is properly registered with the state Department of Agriculture and Consumer Services as a not-for-profit corporation charitable donation agency.

**Motion** (Anderson): approve $30,000 to Beaches Octoberfest for marketing (6,000 rooms at $5 per night within Jacksonville) beyond a 50 mile radius from Jacksonville

**Motion** (Goodman): allow the organization to produce documentation of its registered not-for-profit status and state charitable organization certificate (if required) from the within 2 weeks

Ms. Boyer directed the staff to carefully review future applications for the inclusion of IRS Form 990 as required. Ms. Hodges said that the current grant application instructions do not require that an organization register with the Florida Department of Agriculture and Consumer Services as a state charitable donation organization. She noted that any requirement imposed on this organization should also be imposed on other organizations applying for grants in this grant cycle. Mr. Crescimbeni said that no organization can legally request funding of the TDC if it does not have a valid state charitable organization certificate.

**Motion** (Anderson): approve $20,000 to Beaches Octoberfest (6000 rooms at $3.33 per night) for marketing outside the 50 mile radius from Jacksonville, including the Goodman amendment on required documentation (IRS 990 filing and Charitable Donation Permit) to be provided to the Office of General Counsel– **approved unanimously**.

In response to a question from Ms. Hodges, the council discussed whether to apply the charitable solicitation registration to the Florida First Coast of Golf as well.

**Motion** (Crescimbeni): apply the same criteria on IRS not-for-profit status and registration with the Florida Department of Agriculture and Consumer Services to Florida First Coast of Golf for production of documents within 2 weeks, with the approved grant being contingent upon receipt of the documentation and determination by the General Counsel’s Office of what requirements apply to the organization, which is registered as a 501(c)(6) corporation with the IRS – **approved unanimously**.

 **4.         FESTIVAL FUNDING ENCUMBRANCE REQUEST-May 2016-August 2106**

**REQUEST TDC RATIFICATION Total Request $12,500.00**

**Presenter:** Dave Herrell, Director Office Sports & Entertainment

                                           Brent Fine, Manager Office Special Events

**Name of Organization:**Black Pages International

**Name of Event:** Black Expo 2016

**Date of Event:** October 6-8, 2016

**Amount:** $3,500.00

**Use of Funding:** Radio Advertising: 50 Mile Radius Outside Jacksonville

Brent Fine reported that this organization has previously received funding in FY14 and FY15 for this event and proposes to use the funding to advertise in Tallahassee, Orlando and Daytona.

**Name of Organization**:     Deck the Chairs, Inc.

**Name of Event**:           Deck the Chairs

**Date of Event**:             November 25, 2016-January 1, 2017

**Amount:**                        $4,000.00

**Use of Funding**:            Advertising: Comcast Cable & Infinity Website

Mr. Fine explained that the organization is attempting to establish the event as a nationally-recognized event and will advertise the event outside of a 50 mile radius from Jacksonville.

**Name of Organization**:     Good News Jacksonville Church

**Name of Event**:           Christmas Cantata 2016

**Date of Event**:             September 15, 2016

**Amount**:                        $5,000.00

**Use of Funding**:            Advertising: 50 Miles Radius Outside Jacksonville

Mr. Fine reported that the Christmas Cantata is a national touring group and the event will be held at the Times-Union Center for the Performing Arts. In response to a question from Council Member Crescimbeni, Chairwoman Boyer explained the genesis of the 50 mile radius from Jacksonville advertising requirement. A representative of the Good News Jacksonville Church explained why the event is being held in September to accommodate the group’s international touring schedule.

**Motion** (Truhlar): approve the requested allocations to Black Pages International, Deck the Chairs Inc. and Good News Church of Jacksonville for the 3 requested events, subject to the not-for-profit certification and state charitable organization registration requirements imposed on earlier grant recipients – **approved unanimously**.

 **(Consent Agenda Items)**

**IX. Encumbered Requests**

 **Encumbrances Visit Jacksonville: From Convention Grant**

 **Total Encumbrance Request CVB Grant Fun FY 2015-2016** $36,300.00

 **Total Room Nights:** 9,781

 **Presenter:** Paul Astleford, President & CEO

**Name of Group:** Smith Medical 2016 Americas Business Meeting

**CVB Contact**: Josh Hoce

**Hotel(s) Utilized**: Hyatt Regency Jacksonville Riverfront

**Date**: November 5-10, 2016

**Room nights**: 1,241 (at $2.82 per room)

**Estimated Attendance**: 375

**Funds** Use: AV

**Funds to be encumbered**: $3,500.00

**Economic Impact**: $362,500.00

**Name of Group:** National Society of Minorities of Hospitality National Conference 2017

**CVB Contact**: Karen Townsend

**Hotel(s) Utilized**: Hyatt Regency Jacksonville Riverfront

**Date**: February 21-26, 2017

**Room nights**: 1,310(at $3.05 per room)

**Estimated Attendance**: 1,000

**Funds Use**: Marketing and/or Reception

**Funds to be encumbered**: $4,000.00

**Economic Impact**: $978,576.00

**Name of Group**: All Female Riders 2017

**CVB Contact**: Jose Hoce

**Hotel(s) Utilized**: Embassy Suites Baymeadows

**Date**: March 31-April 1, 2017

**Room nights**: 200 (at $3.00 per room)

**Estimated Attendance**: 100

**Funds Use**: AV, Room Rental, and/or Reception Food & Beverage

**Funds to be encumbered**: $600.00

**Economic Impact**: $58,000.00

**Name of Group:** United Methodist Women Mission U Teachers Training Conference 2017

**CVB Contact:** Bob Doering

**Hotel(s) Utilized:** Hyatt Regency Jacksonville Riverfront

**Date:** May 17-20, 2017

**Room nights:** 390 (at $5.13 per room)

**Estimated Attendance:**  200

**Funds Use:** Group Transportation

**Funds to be encumbered:** $2,000.00

**Economic Impact:** $169,650.00

 **Name of Group:** National & Independent Gospel Music Association Rhythm of Awards 2017

**CVB Contact:** Bob Doering

**Hotel(s) Utilized:** Omni Jacksonville Hotel, Double Tree Jacksonville Airport

**Date:** June 20-26, 2017

**Room nights:** 960 (at $5.21 per room)

**Estimated Attendance:** 1,500

**Funds Use:** AV, Group Transportation, Marketing, Room Rental, and/or Reception

**Funds to be encumbered:** $5,000.00

**Economic Impact:** $417,600.00

**Name of Group**: Urban & Regional Information Systems (URISA) 2017

**CVB Contact**: Karen Townsend

**Hotel(s) Utilized**: Hyatt Regency Jacksonville Riverfront

**Date**: October 21-27, 2017

**Room nights**: 725 (at $1.38 per room)

**Estimated Attendance**: 500

**Funds Use**: AV, Room Rental, Reception, Marketing and/or Group Transportation

**Funds to be encumbered**: $1,000.00

**Economic Impact**: $420,500.00

**Name of Group**: Association for Student Conduct Administration Annual Conference 2018

**CVB Contact**: Karen Townsend

**Hotel(s) Utilized**: Hyatt Regency Jacksonville Riverfront

**Date**: February 17-27, 2018

**Room nights**: ~~900~~ 2,300 (at $5.00 per room)

**Estimated Attendance**: 900

**Funds Use**: Reception Food & Beverage

**Funds to be encumbered**: $11,500.00

**Economic Impact**: $1,337,910

**Name of Group**: Most Worshipful Union Grand Lodge, PHA 2018

 Annual Session & Youth Department Grand Session 2018

**CVB Contact**: Bob Meyer

**Hotel(s) Utilized**: Hyatt Regency Jacksonville Riverfront & Double Tree Jacksonville Riverfront

**Date**: April 12-20, 2018 & June 2018

**Room nights**: 2,100 (at $3.00 per room)

**Estimated Attendance**: 1,000

**Funds Use**: Marketing and/or Group Transportation

**Funds to be encumbered**: $6,300.00

**Economic Impact**: $849,932.00

**Name of Group**: Florida State Association of Free Will Baptist Sate Association Meeting 2017

**CVB Contact**: Bob Meyer

**Hotel(s) Utilized**: Jacksonville Marriott

**Date**: May 1-6, 2017

**Room nights**: 185 (at $4.32 per room)

**Estimated Attendance**: 300

**Funds Use**: AV and/or Room Rental

**Funds to be encumbered**: $800.00

**Economic Impact**: $165,300.00

**Name of Group**: Florida State Association of Free Will Baptist Sate Association Meeting 2018

**CVB Contact**: Bob Meyer

**Hotel(s) Utilized**: Jacksonville Marriott

**Date**: ~~April 30- May 5, 2018~~ April 29 – May 4, 2019

**Room nights**: 185 (at $4.32 per room)

**Estimated Attendance**: 300

**Funds Use:** AV and/or Room Rental

**Funds to be encumbered**: $800.00

**Economic Impact**: $165,300.00

**Name of Group**: Florida State Association of Free Will Baptist Sate Association Meeting 2019

**CVB Contact**: Bob Meyer

**Hotel(s) Utilized**: Jacksonville Marriott

**Date**: April 30- May 5, 2018

**Room nights**: 185 (at $4.32 per room)

**Estimated Attendance**: 300

**Funds Use**: AV and/or Room Rental

**Funds to be encumbered**: $800.00

**Economic Impact**: $165,300.00

Mr. Astleford made brief comments about several of the events and the reasons for requesting funding for those events. In response to a question from Mr. Truhlar, Mr. Astleford explained how Visit Jax evaluates convention funding requests and how it determines how much of the event cost to share with the host hotel for a particular event. Visit Jax only recommends funding when the host hotel is willing to assume a fair share of the cost of the event in the form of discounting or providing free meals, audiovisual equipment, WiFi, etc.

**Motion** (Goodman): approve all of the encumbered amounts for the convention grants listed above – **approved 6-0**.

**The TDC was in recess from 4:23 to 4:30 p.m.**

**X. Tourist Development Plan Recommendation**

Resolution 2016-01……………………………………………………………….Lawsikia Hodges, Deputy General Counsel

Ms. Boyer said that the resolution reflects the action the TDC took at its May meeting except that the chart has been modified to reduce the allocation to administrative expenses to 3%, 1% of which goes to the Tax Collector. The total percentage allocation line will be amended in the first column to have the column total 100% after the 3% has been deducted for administrative expenses. Mr. Truhlar expressed hesitance about the TDC acting today with only one of the three hotelier slots being present at the meeting. Ms. Boyer explained the timing difficulties with deferring a decision today given the need to have a plan adopted by the beginning of the new fiscal year in October

**Motion** (Crescimbeni): increase the allocation for funding convention and tourist bureaus and tourist information centers from 37% to 40% and increase the event funding category from 24% to 25% - **dies for lack of a second**

**Motion** (Orender): increase the allocation for marketing and advertising statewide, nationally and internationally from 35% to 39% -

The council discussed the various functions allowed to be funded by tourist development tax dollars by the state statutes and which of those they wanted to recommend for incorporation into the new revised Tourist Development Plan. Ms. Hodges noted that authorized uses of the funds under Section 125.0104(5)(a)(4) were limited to “county agencies” or contracts with a “chamber of commerce or similar association.” Chairwoman Boyer asked for information on any relevant Attorney General opinions or court rulings that define “chamber of commerce or similar association.” Ms. Boyer explained that the allocations to the various authorized purposes will have a substantial impact on what Visit Jax or a new agency chosen as a result of the upcoming RFP can and cannot due with tourist development funds.

Ms. Goodman requested that the minutes of the May 25, 2016 meeting be amended to reflect that she voted in the negative on the proposed Tourism Development Plan funding allocation chart.

Ms. Boyer noted that the only permitted use that was not included in the proposed future tourism plan was beach maintenance, improvement, restoration and beachfront parks.

**Motion** (Orender): increase the advertising, marketing, public relations line to 69%; reduce the convention bureaus/tourist bureaus/tourist information centers line to 7%; and keep the promote and advertise statewide, nationally and internationally line at 24% -

**Motion** (Truhlar): increase the marketing line to 71%; reduce the convention bureaus, tourist bureaus and tourist information centers line to 5%; and keep the promote and advertise statewide, nationally and internationally line at 24% - **approved 4-2** (Boyer and Crescimbeni opposed)

**Motion** (Truhlar): remove the word “maintain” from the “acquire, construct, extend, enlarge, remodel, maintain and operate convention centers, auditoriums, aquariums or museums” **– approved 6-0.**

**Motion:** delete Item 4 – construction or operation of parks and/or picnic areas on Exhibit A-2 – **approved 6-0**.

**Motion** (Goodman): only allow the category 5 reserve funds to be subsequently allocated to category 1 -4 uses, not to “any authorized uses under Section 125.0104(5)(a)” – **dies for lack of a second**.

**Motion** (Orender): the TDC recommends to the Council a revised Tourist Development Plan as discussed and amended today - **approved 4-2** (Crescimbeni and Goodman opposed)

Ms. Boyer will have the TDC’s resolution drafted and transmitted to the City Council.

**XI.   Visit Jacksonville Reports**

Visit Jacksonville President’s Report……………………………………………………..Paul Astleford, President & CEO

* Visit Jacksonville Budget & Marketing Plan Presentation FY 2016-2017
* Visit Jacksonville Sales & Service Presentation FY 2016-2017

Mr. Astleford gave a brief overview of Visit Jacksonville’s performance metrics for FY15-16 year to date and said that the Jacksonville’s performance is far exceeds national averages for the year. Research shows that over 40% of visitors to Jacksonville are influenced by Visit Jax’s marketing efforts. Two economic impact studies have been completed and will be announced to the public shortly showing that the tourism industry produced an economic impact of $3.2 billion and supported more than 50,000 jobs in the city in 2015. Visit Jax has done a strategic plan for 2016-17 which includes development of a 5-year aspirational plan, creation of a city-wide visitor asset development and utilization plan, and the release of a convention center feasibility study and development of a hospitality alliance to promote its construction. Ms. Boyer will have staff poll the commissioners for potential dates for a special TDC meeting to hear a substantial presentation by Visit Jacksonville on its current activities and its strategic plan. Mr. Truhlar recommended that comparisons of hotel occupancy rates should be over a 7-year period, not a simple year-over-year comparison.

**XII. Visit Jacksonville Contract**

Visit Jacksonville Contract Amendment # 4…………………………….Lawsikia Hodges, Deputy General Counsel

Mr. Astleford distributed a revised budget that conforms the Visit Jax expenditures to the state-authorized uses, specifically excluding administrative costs paid from TDC funds. Ms. Boyer will recommend to the Finance Committee at this week’s budget hearing that the committee amend the TDC’s proposed budget and waive the Ordinance Code to appropriate funding for the first fiscal year quarter and require that the remaining three quarters of funding be expended in accordance with the Tourist Development Plan, as amended.

**Motion** (Crescimbeni): recommend to City Council the amended Visit Jacksonville budget for FY16-17, appropriating the first quarter funding and amending the remaining three quarters of funding subject to the revised Tourist Development Plan as adopted by the Council – **approved 6-0**

Ms. Hastings was asked to compile information on the TDC grant requests that are traditionally processed at the November quarterly meeting

**XIII. OTHER BUSINESS**

 **Motion** (Orender): any grant applications received prior to the November TDC meeting must include both the current IRS not-for-profit certification and the Department of Agriculture and Consumer Services charitable solicitation registration form – **approved 6-0**.

**XIV. CLOSING COMMENTS**

* Next Quarterly Meeting Schedule for Thursday, November 17, 2016

**XV.       ADJOURN**

Jeff Clements, Council Research Division

Posted 9.20.16 11:00 a.m.