



Department of Commerce

Tourism Marketing Authority Special Meeting May 6-7, 2019

The Historic Davenport Hotel
Elizabethan A meeting room
10 South Post Street; Spokane, WA

Monday May 6, 2019

1:00pm: Welcome & Introductions

1:30pm: Finance Committee procedures and flow chart review followed by open discussion

2:30pm: Action- Amend or adopt Finance Committee procedures, if needed

2:45pm: WTMA Policy Outline and Development Worksession, Group Activity

4:15pm: Open Public Meetings Act refresher from Sandra Adix

4:30pm: Adjourn

Tuesday May 7, 2019

8:30am: Breakfast and Networking

9:00am: Board Meeting

1. Call to Order and Roll Call
2. Introductions
3. Vacant Board Positions update
4. Action Items
 - a. Elect new Treasurer
 - b. (If needed): Adopt any items from the 05/06 policy and/or finance committee worksessions
 - c. Approve meeting dates for remainder of 2019

9:45am: Presentation by WTA

12:20pm: Action Item (If needed): Action resulting from WTA presentation

12:30pm: Lunch

1:30 pm: WTA Contract/Scope of Work Review

1:55 pm: Action Item (If needed): Action resulting from contract and scope of work review

2:00 pm: WTMA Work Session • Measuring Success/Research •

3:30 pm: Action Item (if needed) - Approve any action plans resulting from this special meeting

4:00 pm: Adjourn