

**Cayuga County Convention & Visitors Bureau**  
**Board of Directors Meeting Minutes**  
.4.4

**Present:** Erin Katzker, Kate Grindstaff, Doug Dello Stritto, Jacob Hamilton, Amber Gansert-Dagnesi, Kristen Lunkenheimer-Slocum, Kari Terwilliger, Sara Douglass, AnnaMarie Vukmanovich, Ryan Marx, Stephen Selvek, Mike Riley, Aileen McNabb-Coleman, Kate Pelkey

**Staff:** Claire Dunlap, Lynne Sweet, Noah Howard, Karen Kuhl, Dawn Lubaszewski

**Absent:** Laura Hahn, Brian DiBernardo

**Excused:** Melody Smith Johnson, Ahna Wilson

**Presiding Officer:** E. Katzker

**Secretary:** K. Lunkenheimer-Slocum

**The meeting was called to order at 8:32 am by E. Katzker**

**I. Approval of Minutes**

Both December 2024 and February 2025 Board Meeting Minutes were presented for approval. No changes.

**A motion to approve the December 2024 minutes and February 2025 minutes was made by Kari Terwilliger, seconded by Jacob Hamilton. All were in favor, and the motion was approved.**

**II. Treasurer's Report (D. Dello Stritto)**

The county contract was delayed, so the financials do not reflect any revenue as of now. This does not present a problem as there is operating cash available. Our first disbursement is expected in the next 14 days

**A motion to approve the Treasurer's Report was made by A. Gansert-Dagnesi, seconded by M. Riley. All were in favor, and the motion was approved.**

**III. Committee Reports**

**a) Executive (E. Katzker):**

K. Kuhl, Executive Director, has resigned, with her departure scheduled for September or October 2025. The executive committee has discussed looking for a company to start a search for her replacement. K. Kuhl has updated her job description and the most recent succession plan. The succession plan will be sent out for the board's review and approval at the next board meeting. The executive committee is recommending that the executive committee and the human resources committee combined make up the search committee. The financial committee will need to decide where to pull the funds to pay for the search. The advocacy committee had two sessions of office hours for the DEI Grant to answer questions and give guidance in the application process.

**b) Planning (K. Terwilliger):**

The planning committee onboarded our two new committee members, AnnaMarie Vukmanovich and Steve Selvek .

**c) Audit and Finance (A. Gansert-Dagnesi):**

Nothing to report

**A motion to approve the Committee Reports was made by J. Hamilton and seconded by A. Gansert-Dagnesi. All were in favor, and the motion was approved.**

**IV. Group Sales and Marketing Report (C. Dunlap):**

We are vetting SnapSea to replace Crowdriff which will save approximately \$5000 a year with the same services. Brave Women and Hibernation campaigns are going well this year with a lot of engagement. Claire reported that this will be her last meeting, as she begins maternity leave. She will be meeting with the staff next week to ensure everything is covered while she is gone.

**V. Public Relations (N. Howard):**

Noah reported that on Monday, March 10<sup>th</sup> we'll have a visit from Mion Edwards, a digital media content creator, to coincide with Harriet Tubman Day. Also, Noah shared good feedback that he has received for an article he wrote "Legacy of Bravery" which is about the early suffrage movement. Noah attended the Canal Society Symposium of New York. There is going to be a reenactment of the barge, The Seneca Chief. The barge will be making stops along the canal and is scheduled to stop at Weedsport. Mike Riley expressed concern about the construction project happening near where the Seneca Chief was tentatively going to dock. Noah agreed to research with the Department of Transportation. Congratulations to Kate Grindstaff and the Seward House for winning an award from the Museum State Association. The award, Board of Directors Special Achievement Award of Distinction, was for their exhibit Rooted in Reform.

**VI. Executive Director (K. Kuhl):**

Karen reported that we continue to work with the Wheel of the World on accessibility. A list of locations that are being nominated was shared and Karen requested the BOD to provide feedback. A thank you to Lynne Sweet who has been representing CCCVB with the Lake Ontario Sportfishing Council and attending fishing/sports shows. ThinkPlace is in the county this week to conduct interviews, including many of our BOD. Nur Asri requests in a person meeting with the Board of Directors on April 14<sup>th</sup> in the morning, a majority of the members stated that the date works for them, and this meeting will be scheduled. Karen also presented on meetings she has attended on the current political landscape and thanked the BOD for their steadfast commitment to promoting an inclusive destination for both visitors and residents.

**A motion to approve Group Sales and Marketing, Public Relations, and the Executive Director's Report was made by K. Grindstaff and seconded by J. Hamilton. All were in favor, and the motion was approved.**

**VII. Unfinished Business:**

None

**VIII. Announcements:**

**M. Riley:** Our Erie Canal group has a book coming out in the next month or so. It is a guided tour from Montezuma to Camillus with maps and historic photos. The play, Clintons Ditch, will be June 21, 27 and 28<sup>th</sup> at the Samuel Center.

**K. Grindstaff:** The Seward House is officially reopened. Specialty tours are coming up. The ribbon cutting will be sometime in May. The Seward House will host the first Finger Lakes Regional history Day in many years on March 15<sup>th</sup>. It's for 6-12<sup>th</sup> grade students

**A. Gansert-Dagnesi:** MacKenzie Childs is doing production tours on Monday through Thursday and farmhouse tours are on Friday, Saturdays and Sundays.

**E. Katzker:** Spring classes for grades 1-8 have started and will run through the month of March. Another one will begin over spring break

**J. Hamilton:** The Moravia VFW will begin Fish Fry Friday starting this Friday. There is a Breast Cancer screening at the Moravia elementary school. There will be a craft fair on March 29<sup>th</sup> that starts at 8am. The Ethyl Fuller Park committee have begun planning their summer events.

**D. DelloStritto:** The sterling Nature Center won an award: The American Public Works Association award for NYS for projects less than \$5,000,000. The ceremony will be at the end of March.

**A motion to adjourn was made at 9:08am by K. Terwilliger, seconded by A. Gansert -Dagnesi All were in favor. The motion was approved.**

**Approved by K. Lunkenheimer- Slocum**

**Recorded by Lynne Sweet**