

HCTDA Board Meeting Minutes
April 23, 2025
Gaines Auditorium, Lake Junaluska

Members/Staff Present: Jim Owens, Mike Huber, Hannah White, Bridget Shaughnessy, Kristian Owen, Natalie Hawkins, Gail Mull, Jeremy Boone, Scot Blair, Angie Frisbee, Chuck Dickson, Jeff Hillis, Chad King, Hayley Printz, Alycin Ray, Amie Newsome, Ashley Rock-Rice

Members/Staff Absent: Corrina Ruffieux, Jennifer Best, Dr. Shelley White

Guests Present: Jane Mauer

1. **Call to Order – Chair Jim Owens**
2. **Introductions**
3. **Adjustment of Agenda**
4. **Public Comment Session (12 minutes total, limit 3 minutes per person)**
 - Jane announced that Cataloochee Valley is now open. There was an article in Smoky Mountain News about bear relocation and how the fate of relocated bears is about 10%. Jane would like to get a Bear Wise task force together.
5. **Board Comments - None**
6. **Consent Agenda | VOTE**
 - **Request approval of minutes – [March 27, 2025](#)**

Jeff Hillis made a motion to approve the minutes, as presented. Chad King seconded the motion. Motion passed unanimously.

7. Finance Reports

- [March Financial Report](#) – *Kristian Owen*

Kristian Owen presented the March financial report as follows:

- Total Checking/Savings - \$4,702,039.58
- Total Other Current Assets - \$11,412.42
- Total Assets - \$4,750,676.81
- Payroll Liabilities - \$9,078.25
- Lease Liability - \$5,695
- Total Liabilities - \$308,205.80
- Occupancy Tax Revenue March - \$200,956.72
- Occupancy Tax Revenue YTD - \$1,812,007.04
- Total Income March - \$221,529.88
- Total Income YTD - \$2,055,528.50
- Total Expense March - \$153,023.89
- Total Expense YTD - \$1,603,512.05
- Change in Net Position March - \$68,505.99
- Change in Net Position YTD - \$452,016.45

8. Old Business - None

9. New Business

- [2nd Round Grants Timeline](#)

Chuck Dickson made a motion to approve the 2nd round grants timeline, as presented. Natalie Hawkins seconded the motion. Motion passed unanimously.

- [Capital Budget Amendment](#)

Mike Huber made a motion to approve the capital budget amendment, as presented. Jeff Hillis seconded the motion. Motion passed unanimously.

- Gould Killian CPA Group [Audit Contract & Engagement Letter](#)

Kristian Owen explained that the audit contract is standard and includes a “not to exceed” clause that the total cost shall not exceed \$8,800 for the financial statement audit and financial statement preparation services.

Mike Huber made a motion to approve the contract and authorize the signing of the contract. Angie Frisbee seconded the motion. Motion passed unanimously.

- [Haywood County Rec & Parks Grant Extension Request](#)

Chad King made a motion to approve the extension request for the Bike Park grant. Jeff Hillis seconded the motion. Motion passed unanimously.

10. Staff Reports/Announcements

- National Travel & Tourism Week Open House - May 8, 2025, 3-6PM

Ashley Rock-Rice announced the open house for NTTW and encouraged the Board members to attend. Hayley Printz added that the HCTDA is accepting items for the raffle and goodie bags, if Board members wish to contribute something to promote their business.

- Visit NC Conference – *Ashley Rock-Rice*

Ashley Rock-Rice updated the TDA Board on the Visit NC Conference and discussed some of the sessions that they attended: “Rural Tourism Development”, “Travel Media Trends”, “Exploring Cultural and Experiential Trails”

- Next TDA Board meeting is May 28, 2025 – at HCC Hemlock #1509

- Adjournment

Chuck Dickson made a motion to adjourn. Angie Frisbee seconded the motion. Motion passed. Meeting adjourned at 9:18 AM

11. Ten Minute Media Communication Session