



AGENDA
BOARD OF DIRECTORS' MEETING
Martinsburg-Berkeley County Convention and Visitors Bureau
126 E Race St. Martinsburg, WV 25401
Wednesday, September 13, 2017
10:00 am

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| I | CALL TO ORDER <ul style="list-style-type: none">• Approval of Agenda | Kristina Arntz |
| II | APPROVAL OF PREVIOUS BOARD MINUTES | Kristina Arntz |
| III | FINANCIAL REPORTS <ul style="list-style-type: none">• Monthly Reports (Balance Sheet and P&L) | Mark Jordan |
| IV | REPORTS <ul style="list-style-type: none">• Communications Assistant Report• Executive Director Report• Arts Report• Traveler Report• Lodging Report• Library/Community News | Samantha Cronk Mark Jordan Anna Howard Vanessa Williamson Kristina Arntz Kelly Tanksley |
| V | UNFINISHED BUSINESS | |
| VI | Public Comment | |
| VII | NEW BUSINESS | Kristina Arntz |
| VIII | ADJOURNMENT | Kristina Arntz |