

**Town of Seven Devils
Tourism Development Authority Meeting
November 22, 2016**

The Town of Seven Devils Tourism Development Authority met in regular session on Tuesday, November 22, 2016 at Town Hall. Member Anne Fontaine, Member Tom Gidley, Town Manager Debbie Powers and Finance Officer Helga Sappington were present. Chair Bill Wilkinson resigned, effective November 10, 2016.

Call to Order

Anne Fontaine called the meeting to order at 9:05 am.

Adopt Agenda

Anne made a motion to adopt the agenda. Tom seconded the motion. The motion passed unanimously.

Approve Minutes

Anne made a motion to approve the minutes of October 25, 2016. Tom seconded the motion. The motion passed unanimously.

Citizen Comments

Brad Lambert and Larry Fontaine were present.

Old Business

- Town Manager Debbie Powers updated the TDA members on the Otter Falls trail projects:
 - The new trails are completed.
 - Trail markers are being installed by Public Works.
 - Trail map brochure is being updated.
 - Appalachian Signs is working on the donor and map sign.
- Debbie updated the TDA on the completed 911 maps.

New Business

- Anne made a motion to recommend the two applicants (Jack Duncan and Anne Fontaine) for the TDA committee to the Town Council. Tom seconded the motion and it was agreed upon unanimously.
- Anne made a motion to sponsor the Light the Night event on Friday, December 2, 2016 (\$200.00). Tom seconded the motion and it was agreed upon unanimously.
- The TDA members plan a marketing session in January.
- The TDA agreed to pay for more road direction signs guiding to Otter Falls.
- Anne made a motion to advertise with the 2017 Avery County Visitor Guide (\$875.00). Tom seconded the motion and it was agreed upon unanimously.

- Anne made a motion to sponsor the Special Olympics (\$395.00) annually. Tom seconded the motion and it was agreed upon unanimously.
- The TDA member suggested an Occupancy Tax mailer with water bills to remind residents to file the required Occupancy Tax when renting their home short term.

Financial Statement

- Anne made a motion to approve the October 2016 financial statements. Tom seconded the motion and it was agreed upon unanimously.

Board Comments

Debbie informed the TDA that Public Works Department will put up the Christmas Decorations after Thanksgiving.

Adjourn

At 9:45 am, Anne made a motion to adjourn. Tom seconded the motion and it was agreed upon unanimously.