

City of Portage  
Tourism Promotion Committee Meeting  
5:00 PM October 4, 2012  
City Municipal Building, 115 West Pleasant Street  
Conference Room One  
Minutes

**Members Present:** Marty Havlovic, Rick Dodd, Dawn Schneller and Beth Woyt, Kevin Kasten, Carol LaVigne  
**Others Present:** Marianne Hanson (PACC), Craig Sauer, Destinee Udelhoven, Brad Conrad (PACC), Doug Steele (Magnum Communications), Gil Meisgeier

**1. Roll Call: 5:00 PM**

Meeting called to order at 5:02 PM with the above members present.

**2. Approval of minutes from September 13, 2012 meeting**

Motion made by Beth to approve the minutes, 2<sup>nd</sup> by Carol. Motion passed 6-0.

**3. Public Comment**

No Public Comment

**4. Discussion and Action on Claims:** Total claims presented are \$6,712.70

A. Magnum Communications: 2 Claims (\$70.90 and \$141.80=\$212.70)

B. PACC: 1 Claim - \$1,500.00 (For mural painting)

C. Main Street Portage 3 Claims: (\$500.00 and \$500.00(sidewalk sales) and \$2000.00 (Yuletide at Portage) = \$3000.00)

D. Portage Canal Society: 2 Claims (\$1000.00 (Canal Days Parade) and \$1000.00 (Holiday Parade)=\$2000.00

Motion made by Rick to pay the above claims, 2<sup>nd</sup> by Dawn. Motion passed by roll call 6-0

**5. Discussion and action on City Directional Signage**

Tim Raimer was not present, will invite him to next meeting.

**6. Discussion and action on additional tourism budget requests**

There was additional requests brought in by Gil Meisgeier on behalf of the Canal Society and Main Street Portage. No action taken on this at this time.

**7. Discussion and action on 2013 budget**

We continued on with the discussion about the budget, we added into our figures the additional requests made by The Canal Society and Main Street Portage, we have decided that we will meet again this month to finalize the budget. No action taken at this time.

**8. Next Meeting Date:** October 18, 2012 @ 5:00pm.

**9. Adjournment:** Meeting was adjourned at 6:19 pm by a 6-0 vote.

Respectfully submitted by, Dawn Schneller, Secretary