

City of Franklin
Tourism Commission (TC)

Franklin City Hall — Lower Level Room
9229 W. Loomis Road, Franklin, Wisconsin
Wednesday, September 27, 2017 – 6:00 p.m.

MEETING MINUTES

- I. Call to Order, Roll Call and Pledge of Allegiance: The meeting of the Franklin Tourism Commission (TC) was called to order at 6:00 PM by Mr. Hertzberg serving as the Chair Pro tem. Commissioners present were Grass, Marefka, Schaefer and Schemetzler. Also present was Economic Development Director, Aaron Hertzberg.
- II. Citizen Comment Period: The Floor was open to citizen comment at 6:02 and closed at 6:03.
- III. Announcements relating to tourism (No action to be taken): welcome and introduction of Commission members. Discussion among members. No action taken.
- IV. Business Matters (Action may be taken as determined by the TC)
 - A. Presentation and consideration of Administrative Rules and Procedures for the Tourism Commission: City Clerk, Sandi Wesolowski joined the meeting and presented Administrative Rules and Procedures to the group. Discussion among members. No action taken.
 - B. Election of a Chair and Vice Chair: Mr. Hertzberg noted that the election of secretary was not on the agenda but was a position listed in the ordinance. A motion to postpone action on this item until the TC's next meeting was made (Schermetzler) and seconded (Grass). Motion approved: 4 aye, 0 nay, 1 absent.
 - C. Review of room tax collection revenue and the proposed 2018 Tourism Commission Budget. Mr. Hertzberg presented on the item. Discussion among members. No action taken.
 - D. Discussion of the role of the Tourism Commission: Mr. Hertzberg presented on the item. Discussion among members. No action taken.
 - E. Discussion of regular meeting schedule: Discussion among members. A meeting schedule of the third Wednesday of each month was suggested. The next meeting is scheduled for October 18, 2017. No action taken.
- V. Adjournment: A motion was made (Schermetzler) and seconded (Grass) to adjourn the meeting at 7:38 PM. Motion approved: Motion approved: 4 aye, 0 nay, 1 absent.