COLBY CONVENTION & VISITORS BUREAU

THOMAS COUNTY OFFICE COMPLEX

BOARD MEETING MINUTES

MAY 20, 2025

ATTENDANCE:

Present: Penny Vogler – Chairperson, Leesa Wark – Vice Chairperson, Martha Brewer, Dana Brockelman, Shanda Mattix, Jennifer Linden, and Lisa Endreola.
Also Present: Kylie Johnson – Colby CVB Executive Director and Lizzie White – Colby Chamber President
Absent: James Farris, Shelly Macumber, and Quinnlyn Carpenter,

Chairperson Penny Vogler called the Colby Convention & Visitors Bureau meeting to order in regular session on Tuesday, May 20, 2025, at 8:00 a.m.

BUDGET REVIEW: Due to time constraints, the budget review was rearranged first on the agenda. Ashly Lindberg with Precision Advising discussed the proposed 2026 budget with the board. It was decided that she would schedule a meeting with Deborah Zerr (City of Colby Finance Director), Kylie Johnson, and one of the Colby CVB Budget Committee members to clarify budget concerns moving forward. Ashly also explained that Precision Advising made a mistake with account 6110 - Employee Tax Fund. She announced that when Shirley Weber, Colby CVB Assistant, was transferred to direct deposit in 2024, the tax expenses were being categorized in the liability account instead of the employee tax fund. Changes have been made to reflect the correct expenses for 2025. Ashly also noted that the CVB should budget 15% of the total salary and wages to the employee tax fund account.

A. **Approve 2026 Budget –** After the discussion with Ashly, a motion was made by Dana and seconded by Jenny to approve the 2026 budget as written pending any amendments or suggestions. Motion carried.

APPROVAL OF APRIL 15, 2025, REGULAR MEETING MINUTES: There was a motion by Shanda and second by Dana to approve the minutes. Motion carried.

APPROVAL OF APRIL 21, 2025, SPECIAL MEETING MINUTES: There was a motion by Shanda and a second by Dana to approve the minutes. Motion carried.

APPROVAL OF THE LIST OF OBLIGATIONS: There was a motion by Dana and second by Martha to approve the list of obligations. Motion passed.