COLBY
CONVENTION & VISITOR BUREAU

AGENDA

COLBY CONVENTION & VISITORS BUREAU

THOMAS COUNTY OFFICE COMPLEX

April 21, 2026 — 8 A.M.

I. Call to Order

II. Approval of Minutes

III. Approval of List of Obligations

IV. Budget Review

V. Staff Report

VI. Old Business

VII. New Business

A. Online Marketing Goals Discussion - Executive Director Carson McLaughlin ✓

B. Bylaws Annual Review - CVB Board - By-Laws Committee : Carson, Martha, Jenny, Shelly, Dana

C. Grounds Keeping at CVC (written estimate)

D. New Budget Approval - ✓

VIII. Other

A. Fishing Derby Support - Jada Tubbs - No Quinnlyn, Leesa

B. Summer Help - Laurel Cates (Nex-Gen) — Next Summer would be better

C. Volunteer Lunch Special - Quinnlyn $500 + $50 chamber per volunteer

* Tuesday Monday 11th Lisa 2nd

IX. Adjournment

Next Meeting: May 19, 2026

Lamar - Jenny, Martha

S & T - change

Adjourn: Jenny, Leesa 9:24

COLBY CONVENTION & VISITORS BUREAU

THOMAS COUNTY OFFICE COMPLEX

BOARD MEETING MINUTES

March 17, 2026

ATTENDANCE:
Present: Dana Broeckelman – Chairperson, Quinnlyn Carpenter – Vice Chairperson, Penny Vogler, Shanda Mattix, Shelly Macumber
Also Present: Carson McLaughlin– Colby CVB Executive Director, Lizzie Lewis– Colby Chamber President
Absent: Lisa Endreola, Leesa Wark, Martha Brewer, Jennifer Linden, Aaron Lambertson

Dana Broeckelman called the Colby Convention & Visitors Bureau meeting to order in regular session on Tuesday, March 17, 2026, at 8:07 a.m.

APPROVAL OF February 17, 2026, REGULAR MEETING MINUTES: There was a motion by Shanda and a second from Penny to approve the meeting minutes. Motion passed.

APPROVAL OF THE LIST OF OBLIGATIONS: There was discussion for Carson to fix the last 2 quarterly checks for the Prairie Museum equaling out to $16,547.61 total that we owe to fix this. There was a motion to approve the list of obligations and Carson to fix Prairie's check by Shanda and a second by Quinnlyn. Motion passed.

BUDGET REVIEW: Discussion on the employee tax fund. Ashly informed us that it was due to workers comp being a part of that and not in the insurance portion. There was discussion on it being moved to a separate line. Carson to ask Ashly about this. Carson also to cash CD's that are up at Western State Bank and to get interest rates from all surrounding banks.

STAFF REPORT: Carson provided an update of marketing and meeting updates. She provided insights on social media marketing and how that is going. She discussed how things are going well.

OLD BUSINESS:

A. Convention Center Audio System - Dana presented on the updated estimate for the sound system at the convention center. Quinnlyn mentioned that she believes the convention center actually does put more heads in beds and she would argue that this is very important to get updated/fixed. Shelly motions to

approve the full amount requested of $130,000 contingent that they do not come back and ask for more if it ends up being more. Shanda seconds. Motion passed.

NEW BUSINESS:

A. **CHS Wrestling Camp** – Michael Ruiz and Andrew Flanagin presented their summer camp they are putting together in July. They originally asked for $5,000. The board found it a hard time of year for our hotels. Quinnlyn motions to give $2,500 in sponsorships. Penny seconds. Motion passed.

B. **The Great Oasis Cook-Off** –Mark and Tracey presented for the Great Oasis Cook-off. Asking for $5,000 which would be $2,500 more than last year. Quinnlyn motions to give $1,000. Penny seconds. Motion passed.

OTHER:

A. Insurance Plan – Carson presented an insurance quote from Kansas Farm Bureau for health plan insurance. Carson will speak with Ashly to see the best way to pay out a stipend for insurance. Quinnlyn motions to approve a stipend of $125 per paycheck to pay for it. Penny seconds. Motion passed. - Tax free? HRA

Budget for Flowers @ CVC – Quinnlyn motions that we spend $150 at both greenhouses in town. Penny seconds. Motion passed.

Easter Budget for CVC – Penny motions that we use $250 for the Event on April 2nd. Quinnlyn seconds. Motion passed.

Groundskeeping @ CVC – Tabled until next month.

ADJOURNMENT: The meeting was adjourned at 9:54 a.m.

Submitted by: Carson McLaughlin

Approved by: [signature]

Title & Date: Chair - 3/27/26