



**Prince William County Office of Tourism
Tourism Industry Advisory Board Meeting**

**Wednesday, January, 25 2023 – 9:00am
Madigan's Waterfront Restaurant
Agenda**

- I. Call to Order**
- II. Acceptance of Agenda (January 25,2023) (BOARD ACTION)**
- III. Citizen Time**
- IV. Acceptance of October 26, 2022 Advisory Board Minutes (BOARD ACTION)**
- V. Board Chair Time (Chairman Michelle DeWitt)**
 - a) Tourism Advisory Board Members Maureen Brennan, Asad Chaudhry, Jim Larkin and Cathy Madigan have been reappointed by the BOCS for a 2-year term commencing Jan 1, 2023 – Dec. 2024.
 - b) Nominations and Vote: Tourism Advisory Board Chair and Vice Chair positions (BOARD ACTION)**
 - Nominations to date (Michelle DeWitt – Board Chair and Jim Larkin – Vice Chair)
 - Nominations taken from Floor
 - Voting
 - c) Schedule of 2023 Tourism Advisory Board Meetings (Dates and Locations)**
- VI. Tourism Director Update (Kevin Costello)**
 - a) Financials - Monthly Profit and Loss Statement (handout)
 - b) VTC ARPA Funds (handout)
 - c) Update on open Tourism staff positions
 - d) Presentation - In-depth Review of Transient Occupancy Tax Revenue and Budget
 - e) Sales, Marketing and Sports Tourism Report Q2-2023 (October -December 2022)
 - f) Tourism Partner Annual Events Schedule (May and November)
 - g) Ad Hoc Committees
- VII. Advisory Board Members Time**
- VIII. Adjournment (BOARD ACTION)**

Next Advisory Board Meeting: Wednesday, April 26, 2023 at the Hylton Performing Arts Center