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**BOARD OF DIRECTORS MEETING AGENDA**  
**Wednesday, September 16**  
**Norman CVB, 223 East Main, 9:00 a.m.**

**Action Items:**

- I. Minutes  
*Action: Consider approval of August NCVB board meeting minutes.*
- II. Financials  
*Action: Consider receiving August financials and filing for audit.*
- III. Financials – Contract for Financial Services  
*Action: Consider approval of contract for financial services.*
- IV. Advertising – Oklahoma Today  
*Action: Consider approval of unbudgeted advertisement in Oklahoma Today.*

**Discussion Items:**

- V. Website – Update on progress towards updating site
- VI. Branding – Update on progress towards updating brand
- VII. Staff – Introduction of interns and update on responsibilities

**Reports:**

- VIII. Key Indicators
- IX. Key Initiatives
- X. City Issues
- XI. Developments
- XII. Partner Reports

**MISSION:** *The mission of the Norman Convention and Visitors Bureau is to attract and provide services for conferences, meetings and visitors from around the world to the Norman community.*

*The NCVB is the marketing organization promoting Norman as a convention, sports and tourism destination. Annually Norman realizes in excess of \$138 million new dollars to our community through tourism.*

## **BUREAU CALENDAR NOTES**

Sports Committee, Thursday, September 24, 8:00 a.m., CVB Boardroom

Marketing Committee, Monday, September 28, 4:00 p.m., CVB Boardroom

Organization Development Committee, Thursday, October 1, 4:00 p.m., CVB Boardroom

Finance Committee, Tuesday, October 6, 4:00 p.m., CVB Boardroom

Norman CVB Executive Committee, Monday, October 12, 3:30 p.m., CVB Boardroom  
(adjusted due to ED's travel schedule)

Norman CVB Board of Directors, Wednesday, October 21, 9:00 a.m., CVB Boardroom

## **FESTIVALS / EVENTS\***

ROTAX Grand Nationals, September 15-19, Oklahoma Motorsports Complex

Bye Bye Birdie, September 17-19, Sooner Theatre

OU vs. Tulsa, Saturday, September 19, 2:30 p.m.

Summer Breeze Concert Series – Miss Blue, Sunday, September 20, Lions Park

5<sup>th</sup> Annual Canadian River Grape Harvest and Wine Festival, Saturday, September 26,  
Canadian River Winery

Summer Breeze Concert Series - John McEuen and Sons, Sunday, September 27, Lions  
Park

Fall Groovefest, Monday, September 28, Andrews Park

OU vs. Baylor, Saturday, October 10, time tba

U2, Sunday, October 18, Memorial Stadium

OU vs. K-state, Saturday, October 31, time tba

OU vs. Texas A&M, Saturday, November 14, time tba

OU vs. Oklahoma State, Saturday, November 28, time tba

\*Events are provided to allow board members the opportunity to attend and give CVB "presence" at local events.