



## LAS VEGAS TOURIST GUIDE GUILD

Board of Directors Meeting Minutes  
January 21, 2018

In attendance: Elena Omerini, Art Chesmore, Babs Daitch, Eric Courtney, Jerry Perkins, Petra Dilone, Cindy Wilson

Absent: Lydia Kaboli

Guests: None

The meeting was called to order at 1:05 pm by Jerry Perkins

First order of business to record the results of the 2019 Board of Directors election; the following officers were elected by membership on December 15, 2018:

President:	Jerry Perkins
Vice President:	Petra Dilone
Secretary:	Eric Courtney
Treasurer	Cindy Wilson
Director:	Elena Omerini
Director:	Lydia Kaboli

Also noted:

Director: Arthur Chesmore (2018 term of service thru Dec 31, 2019)

It was unanimously voted by the Board of Directors that:

- (1) 2019 Relevant Officers be added as signatories to the JPMorgan Chase ending in \*\*\*\*5975
- (2) Amend the Nevada Secretary of State Officers & Directors List to reflect the newly elected officers and directors.

A heartfelt thank you was acknowledged to Babs Daitch, by the board, for her sound and responsible guidance and leadership as President for more than six years. Babs Daitch will continue on the board as the Immediate Past President without board of directors voting privileges.

### Opening comments by Jerry Perkins, President elect for 2019

Welcome to the new board members.

Review Mission Statement for the LVTGG. The Mission Statement and Bylaws are on the website under the Members Only tab and each member should review.

Jerry asked each person present at the meeting to offer input on what is the mission or purpose of the guild. The responses included: Tour Guiding; Let public know what we

do and what we can do for people; Open up more education/FAM opportunities; Insurance benefit; Continue professional & educational opportunities; To create a resource network; Access to website; The value of being certified as a tour guide by the guild; and comradery.

Petra started a discussion about DMC's and tour guide payments: must make more current and have fair wages. Jerry: This could be a topic of discussion at a member meeting.

#### Brainstorming tour guide skills

Local area knowledge; Know culture, people, language; Be prepared; Money Management – Integrity; Must be able to multi-task; always have a backup plan; Be transparent.

“Code of Ethics” per bylaws the “Code of Ethics” statement is to be read aloud at each meeting. Jerry read the statement out loud.

#### Remaining Director at Large Board Position

Jerry nominated George Gardner. Everyone voted in favor of Jerry's nomination.

Note:

Two D at L are one year terms. Two D at L are two year terms.

Art's will end 2019. Elena will end 2020. Lydia will end 2020. George will end 2019.

#### Board Member Transition To-Do Items

Babs brought in physical documents to the meeting. Also, there are the digital items, such as email access, the website, etc. that need to be transitioned.

Jerry says we need to document the process and what needs to take place for transitional processes & duty processes.

Passwords: who has access to what?

Email redirects

Bank: Priority!

Secretary of State

Contacts

Money: Jerry wants to better define how the money flows through the process. Jerry & Petra will set up template for this.

Babs gave Jerry bank docs (checkbook and debit) and Secretary of State documents. (jp)

The current 'year' for the guild as defined by the state is October to October. The board voted to change the year to an actual calendar year defined as January to December.

#### Membership Report: Petra

40 members renewed for 2019.

22 have not renewed.

Jerry: We need to get new members but also have to reach out to members who have not renewed and this is not limited to those who did not renew from 2018, but we can go further back and invite previous members to join the guild again. This is a membership Committee idea!

### Banking Report

Babs: The current bank balance is \$8,432.60 in the checking account with \$557 (approx.) in a PayPal account.

Jerry: The guild uses PayPal to receive money. We need to formalize the processes for handling money.

### Committees

Jerry: We need to define which ones we need and set them up.

### Certification & Education Committee

Need review of last certification class. There are still some loose ends that need to be tied up such as administer final test, provide certificates to those who did take the test and passed.

Can there be a self-study option for the certification?

What about a test-out option for experienced tour guides?

Jerry would like to have a training option in place by the end of late summer.

### Website Committee

Babs on website

First page – Members of the Guild who are certified.

Second page – Members of the Guild but not certified.

Third page – Foreign speaking tour guides.

Art – Members are “Associates” of the Guild until certified.

Eric suggested an idea to send out an email to the general membership asking who would like to be on what committee. Jerry said that was a good idea but also wants to make sure we do not give up the option of personally contacting members to see if they are interested in being on a specific committee.

(Sideline topic about IATDG Tour Jerry did on Vegas 101 and his story about Kelsey Tonner.)

Eric and Petra agreed to be on the Website Committee.

### Bylaws Committee

The bylaws need to be reviewed and adjustments made.

Babs, Art, & Petra agreed to be on the Bylaws Committee.

### Member Meetings & Events Committee

Jerry had suggested Eric and Elena in the initial email about the meeting.

Elena expressed her concerns about being the Committee Chair. Eric agreed with Elena's concerns and would have to think about being the chairperson and will send an email to Jerry with his concerns & comments.

Jerry said that the member meetings don't have to be an event or an FAM, they can be simply be a meeting in the park, or at someone's house, or even a pool party. We don't have to over think it.

Need others to also be on committee so as to spread the work around.

Need to plan February Member Meeting as soon as possible.

Engage members about community.

Bonnie Springs could be an option for a member meeting before they tear it down.

At each member meeting we should spotlight a member.

### New Business

Jerry proposed we purchase a (required minimum order of 100) one-inch pins at a cost of approximately \$2.75 each to provide to all members. Pin to have the Welcome to Las Vegas sign and say Las Vegas Tourist Guides Guild. Proposal passed with aye votes of all present. Jerry to get and copy invoice to board prior to order. (jp)

In honor of their service to the guild the board unanimously approved lifetime membership for Babs Daitch & Art Chesmore. Thank you both for your dedication, knowledge, & inspiration! Congratulations!

Jerry: Babs to be recognized at next Member Meeting. Date: TBD.

### Adjournment

Jerry moved to adjourn the meeting and it was unanimously passed. Meeting adjourned at 3:50 pm

Respectfully submitted by:

Eric Courtney, Secretary, LVTGG  
01/25/19 (rev 01/31/19)

Attachment: Board Meeting Agenda