

**Call to Order: Regular A & P Commission Meeting - City Hall - #1 Municipal Drive**

The Jacksonville Advertising and Promotion Commission met at their regular meeting place on Monday, December 18, 2023. Chairman Sundermeier called the meeting to order at 6:11 p.m. Council Member Ray delivered the invocation and led a standing audience in the “Pledge of Allegiance.”

**Roll Call:** Commissioner Jai Patel, Council Member Reddie Ray, and Council Member Joy Kinman answered roll call. Chairman Roger Sundermeier also answered roll call and declared a quorum. (4) Present (2) Absent (1) Vacant

Others present for the meeting include: Recording Secretary Emilia Vazquez, Finance Director Cheryl Erkel, and Chamber of Commerce President & CEO Kathy Perez.

**Approval and/or correction of minutes:** Council Member Kinman moved, seconded by Council Member Ray to *approve* the minutes of the regularly scheduled meeting of November 20, 2023, as presented. *Motion carried unanimously.*

**Financial Report:** Finance Director Cheryl Erkel presented the financial report for the period ending November 30<sup>th</sup>, 2023. She stated Assets of \$1,753,199.00 and Liabilities of \$130,224.00. She read from the Statement of Revenues and Expenditures showing Total Revenues at \$928,665.00, Total Expenditures at \$854,072.00, and Excess of Revenues Over Expenditures at \$74,594.00. She noted the next two pages are backup documentation to support the aforementioned figures in the report. She explained for comparisons, Hotel/Motel Gross Revenue for October was \$277,399.00, which was an increase of 12% year-to-date and a decrease of 12% compared to October 2022. She related that Prepared Foods Gross Revenue was \$3,806,067.00, which was an increase of 2% year-to-date and a decrease of 9% compared to October 2022. She concluded that Overall Revenue was \$4,083,466.00, which was an increase of 3% year-to-date and a decrease of 10% compared to October 2022.

**Council Member Ray moved, seconded by Council Member Kinman to *approve* the financial report for November, as presented. *Motion carried unanimously.***

**Old Business:**

**New Business:** a. **Funding request: \$951.69 for Shop Small – Chamber of Commerce**

Chamber of Commerce President and CEO Kathy Perez showed the Commission a shopping bag made for the event, adding that the event was very well-received and had several of the passports turned back in. She shared that the businesses she spoke to were happy, with only a very few not having many people come through.

**Council Member Kinman moved, seconded by Council Member Ray to *approve* the expenditure of \$951.69 to the Jacksonville Chamber of Commerce for reimbursement of Shop Small Saturday | Shop Small Christmas Crawl event. *Motion carried unanimously.***

Chairman Sundermeier related that Kayla Hawkins, Owner of Titan Nutrition, has agreed to serve on the Commission to fulfill a vacant slot for a restaurant owner.

**Council Member Ray moved, seconded by Commissioner Jai Patel to *approve* the appointment of Kayla Hawkins to the Advertising and Promotion Commission and forward the request to City Council for approval. *Motion carried unanimously.***

**Announcements:**

- a. January 6: Plant Swap  
Community Center 10:00 a.m. – 12:00 p.m.
  
- b. January 11: Chamber of Commerce Annual Membership Banquet  
Community Center | Networking 5:30 p.m. | Dinner 6:00 p.m.

**Adjournment:** With no further business, the meeting adjourned at approximately 6:20 p.m.