

**Eastern Regional Tourism District  
Special Meeting of the Board of Directors  
November 12, 2019  
4:00pm  
Foundry 66  
66 Franklin Street  
Norwich, CT**

1. Call to Order
2. Introduction of Board Members
3. Report of the Chair
4. Report of the Administrative Coordinator
5. Ratification of Actions Taken at September 13, 2019 Meeting
  - A. That Chairwoman Schmidt be authorized to sign contracts on behalf of the Board and District including the Agreement for Funding for FY'2019 from DECD and submit it along with the District budget and marketing plan for FY 2019
  - B. That Ed Dombroskas be authorized to serve as the Administrative Coordinator representing the District as a private contractor @ \$70 per hour including preparation of the documents and meetings required by DECD and the State and that he engage other contractors as required to perform necessary tasks.
  - C. That the Norwich Community Development Corporation via the Foundry 66 operation be engaged as the not for profit partner to the District for Administrative purposes for FY 2019.
6. New Business
  - A. Creation of a By Laws Committee
  - B. Appointment of a Nominating Committee
7. Old Business
8. Proposed Calendar of Meetings 2019 - 2010
9. Executive Session – DECD Contract for Funding FY'20
10. Adjourn