To: Marshall City Commission

From: Sarah O'Brien, Tourism & Promotions Director

Date: October 1st, 2015

RE: Convention Center Board

The Convention Center Advisory Board is designed to assist the City Staff in promoting the usage of the Convention Center. There are no available records showing the last time the board met, nor do we have current contact information for several of the current board members. Staff feels that there is currently not a need to maintain this board. With a capable Tourism & Promotions Department, and availability of Convention Center space approaching in 2017, staff has already begin looking for a variety of events to host at the facility, including the confirmed booking of a Gun Show during the 1st quarter of 2017. We are also working with the Texas Association of Convention & Visitors Bureau to identify small sized conferences to utilize the space. If the need arises in the future for the Convention Center board to become active, staff would recommend reviving the board at the time.

Sarah O'Brien

Tourism & Promotions Director

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