



August 30, 2022

KENNY HAVARD
Parish President

DANYELL VICE
Finance Director

JULIUS METZ
Public Works/Utilities Director

GARY MEGO
Planning & Zoning Administrator

EMILY COBB
Exec. Asst. to the Parish President
Council Secretary

RE: Private, Nonprofit Group in West Feliciana Parish
With An Interest in One or More Aspects of Tourism

To Whom It May Concern,

The Parish is in the process of developing an email distribution list pursuant to the attached "Council Adopted Procedures for Appointments to the Tourist Commission".

We are reaching out to see if this would apply to your group and if you are interested in receiving communications regarding openings/appointments on the West Feliciana Parish Tourism Commission. If you are interested, please send an email to ecobb@wfparish.org with the following information:

- Private, nonprofit group name
- Contact Person
- Email address
- Brief description of the purpose of the private, nonprofit group

If you have any questions regarding this letter or the procedures attached, please feel free to contact me at (225) 784-3647 or at ecobb@wfparish.org.

Sincerely,

Emily Cobb
Executive Assistant to the Parish President
Council Secretary

District A

MELVIN YOUNG
6900 Greenwood Road
St. Francisville, LA 70775

District B

JOHN C. THOMPSON
Parish Council Chairperson
11126 Wakefield Dr. North
St. Francisville, LA 70775

District C

CLAY PINSON
Parish Council Vice-Chairperson
13817 Oakley Lane
St. Francisville, LA 70775

District D

JUSTIN METZ
10459 Tunica Trace
St. Francisville, LA 70775

At-Large

KEVIN DREHER
Post Office Box 1337
St. Francisville, LA 70775



COUNCIL ADOPTED PROCEDURES FOR TOURIST COMMISSION APPOINTMENTS

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These procedures have been adopted by the West Feliciana Parish Council at the December 13th, 2021 Parish Council Meeting and apply solely to appointments on the Tourist Commission.

- Vacancies shall be advertised in the Parish's official journal and on the Parish's website (on the Board & Commission's page).
- The Parish shall develop and maintain an email distribution list of private, nonprofit groups with an interest in tourism. This email list will be utilized to notify these groups of vacancies.
- Any private, nonprofit group with an interest in one or more aspects of Tourism shall reach out to the Council Secretary to be added to the email distribution list and shall include a brief description of the purpose of the private, nonprofit group.
- Appointments shall be made from a list of nominees submitted directly to the Parish Council Secretary by private, nonprofit groups that have an interest in one or more aspects of the tourism industry.
- Each nomination must include a resume which includes a statement regarding the individual's desire to serve and a nomination letter from a private, nonprofit group that has an interest in one or more aspects of the tourism industry.
- Each nonprofit is limited to one nomination each time appointments are made.
- All nomination documents are to be submitted directly to the Parish Council Secretary no later than 5 PM on the Monday preceding the Council Meeting (*1 week in advance of the Council meeting*).

Motion by Kevin Dreher. Seconded by Justin Metz. There were no objections.