

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, May 10, 2017, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Trey Cook, Arnold Jackson, Joe Marinelli, Martin Miller, Ben Polote Jr., Lee Smith, Mark Smith and Trip Tollison **Members absent:** Bill Grainger, Rob Hernandez and Anne Scheer **Also present:** GIMTCA Counsels Tom Gray and Jon Pannell, Michael Owens, Mary Mayle, Jeff Hewitt, Mark Spadoni, Marc Friday, Jimmy Gunby (CAT), Grant Sparks (CAT) and SITCC staff Sherrie Spinks, Stephen Hall, Armelle Kelly, Ronnie Hickman and Jamie Parks

Chairman, Mr. Mark Smith, convened the meeting at 11:01am.

Mr. Smith asked for approval of the April minutes and treasurer's report. Motion made by Mr. Marinelli; seconded by Mr. Miller and approved by unanimous voice vote.

Financial reports. Mr. Hall reported a favorable variance to Center budget for April, and year-end forecasted to be favorable to budget. Mr. Hall reported an unfavorable variance to the Water Transportation budget for April, and year-end forecasted to be favorable to budget. Mr. Hall continued with the Authority's financials, noting an unfavorable performance for April, and year-end forecasted to be favorable to budget. Hotel/Motel tax revenues for FY17 are currently favorable to budget. Brief discussion ensued regarding water ferry subsidy monies. Mr. Smith commented on the board revisiting federal lobbying efforts for federal transit funding in the near future.

Mr. Hall commented on the minor changes made to the FY18 Operating and Capital budgets per the board budget workshop held April 26. Motion by Mr. Baxter to approve the FY18 Operating and Capital budgets; seconded by Mr. Marinelli and approved by unanimous voice vote.

Mr. Hall commented on the Cash Management and Investment Policy reviewed in detail at the board budget workshop. Motion by Mr. Baxter to approve the Cash Management and Investment Policy; seconded by Mr. Polote. Discussion to change the term of any investment to 2-year term per Mr. Lee Smith suggestion. Mr. Hall provided a brief overview of the policy to the board. Motion amended by Mr. Baxter from 1-year term to 2-year terms; seconded by Mr. Polote and approved by unanimous voice vote.

Sales and Marketing Report. Senior Sales Manager, Armelle Kelly, noted 12 definite and 15 tentative bookings in April. Ms. Kelly commented on the 6 Barbizon USA Training Classes taking place prior to the end of year. Ms. Kelly also highlighted the tentative booking of Chain Drug Marketing Association Inc. Annual Trade Expo in 2019 and 2020. Ms. Kelly continued with the year over year 'Pace' report and event statistics. To Mr. Tollison's question regarding NAACP events at the Savannah Convention Center, Mr. Marinelli replied that several Regional events have been held over the years. Mr. Hewitt provided an overview of the success of the American Society of Microbiology 2017 Clinical Virology Symposium event currently in the facility.

Mr. Smith asked for the counsel report. Mr. Gray replied no report at this time.

Operations Report. Mr. Hickman commented on participation from several staff members along with key staff from the Westin in an onsite OSHA 10-hour training course on General Industry codes. Mr. Hickman reviewed capital project updates to include the completed installation of the parking lot equipment. Mr. Hickman confirmed the AHU 11/13 and Exterior Concessions Power equipment has been ordered. Mr.

Hickman reviewed the need for replacing the purge unit, gaskets and service valve of Chiller #2. Motion by Mr. Polote; seconded by Mr. Baxter. Unanimous voice vote approval.

Food and Beverage Report. Mr. Parks' reviewed SAVOR's April financial statement, upcoming events and client comments. Mr. Parks' commented on an upcoming Art Reception at the facility.

General Manager's Report. Ms. Spinks introduced Jimmy Gunby, Director of Marine Operations, CAT and Grant Sparks, Senior Planner, CAT who provided a Water Ferry operations update. Ms. Spinks commented on the staff recommendation to replace the docks in Slip 3 utilizing the available \$900k HUD grant monies. Motion by Mr. Cook to approve the expenditure of a \$900k HUD grant; seconded by Mr. Tollison. Unanimous voice vote approval.

Mr. Smith provided an update of the SITCC expansion ideas to include the ballroom facing the North end of the facility.

Mr. Smith asked Mr. Marinelli and Mr. Miller to serve as the GIMTCA nominating committee for FY18 officers. We will expect their report next month.

Mr. Smith then asked for any other business; hearing none, adjourned the meeting at 12:10pm.

Respectfully Submitted,



Trey Cook, Secretary