

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, April 13, 2016, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Tony Center, Trey Cook, George Jackson, Ruth Quattlebaum, Greg Sanders and Mark Smith **Members absent:** Stephanie Cutter, Joe Marinelli, Ben Polote, Jr., Trip Tollison and (1 seat vacant) **Also present:** GIMTCA Counsel Jon Pannell, Jeff Hewitt, Bob Coffey, Nick Helmholdt, Michael Kaigler and SITCC staff Sherrie Spinks, Stephen Hall, Ronnie Hickman, Judy Johnson, Jamie Parks and Gail Terrell.

Chairman Smith convened the meeting at 11:02 am.

Mr. Smith asked for approval of the March minutes and treasurer's report. Motion made by Mr. Baxter; second by Mr. Center, approved by voice vote.

Mr. Smith asked for the financial reports. Mr. Hall reported an unfavorable variance to Center budget for March, and a favorable year-end forecast. Mr. Hall reported an unfavorable variance to the Water Transportation budget for March, and year-end is forecasted to be on budget. Mr. Smith commented on his plans to submit an inquiry letter to the County with regards to matching water ferry funds. Mr. Hall continued with the Authority's financials, noting an unfavorable performance for March; and forecasted year-end to be favorable compared to budget. Hotel/motel tax collections year to date are favorable to budget. Mr. Hall noted the FY 2017 Preliminary Operating Budgets enclosed in the board packets. Mr. Hall encouraged the board members to review the budget information and contact him with any questions if needed prior to the upcoming budget workshop on April 20 at 8:30am.

Mr. Smith asked for Counsel's Report. Mr. Pannell commented they are working with staff and Westin/CWT to finalize parking agreements and waterfront repairing rights.

Mr. Smith asked for the Sales and Marketing Report. Ms. Brady noted 20 definites and 15 tentative bookings in March. Definite include Badcock Furniture – 2019 and Paramount Worldwide Production/Baywatch – 2016. Tentative include Delta Sigma Theta Southern Regional Conference – 2020. Ms. Brady continued with the year over year ("Pace") report and event statistics noting the recent hire of a Sales Manager based in Atlanta whose focus will be the Southeast market including State Associations and Corporate events for the Trade Center.

Mr. Smith asked for the Food and Beverage Report. Mr. Parks reviewed SAVOR's March financial statement, client comments, the Trade Center and Savor's participation in Mayor DeLoach's Summer 500 initiative program and the new herb garden at the convention center. Mr. Parks also commented on the addition of a new Catering Sales Manager to the Savor team with recruitment beginning in a few days. Mr. Parks also showed the board members the new portable bar front made of marine plywood and vinyl which will allow the ease of roll-up bars directly behind.

Mr. Smith asked for the Operations Report. Mr. Hickman commented on the high event demands including the Boat Show and St. Patrick's Day parking. Mr. Hickman also updated the Authority on Capital Projects including the completion of F&B Smallwares and Phase One of the Convention Center carpet replacement in the public concourse.

Mr. Smith asked for the General Manager's Report. Ms. Spinks commented on GWCC Internal Auditor's visit and recent Annual Employee Chili Cook-off with Trade Center and partners' participation. Ms.

Spinks commented that the SS Oglethorpe Historical Marker will be relocated near the placement of the new SS Oglethorpe steel ship model upon arrival. Ms. Spinks provided the board members with a Convention Center Hotel RFQ update and Water Ferry Federal Grant approval update in the amount of \$713k which would aid in the rehab of the 3 current ferry boats. Ms. Spinks noted the grant required a 20% match. Mr. Smith asked staff to further review ferry grant funding options.

Mr. Smith commented on a newly formed review committee for the Convention Center Hotel process. The members of the review committee are scheduled to have a conference call to discuss the RFQ candidates immediately following the budget workshop.

Mr. Smith asked Ms. Quattlebaum and Mr. Center to serve as the GIMTCA nominating committee for FY17 officers. We will expect their report next month.

Mr. Smith adjourned the meeting at 11:35am.

Respectfully Submitted,



George Jackson, Secretary