

Georgia International and Maritime Trade Center Authority

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

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Tony Center, Trey Cook, Arnold Jackson, Martin Miller, Ben Polote, Anne Scheer and Mark Smith **Members absent:** Stephanie Cutter, Carl Gilliard, Joe Marinelli and Trip Tollison **Also present:** GIMTCA Counsels Tom Gray and Jon Pannell, Mary Mayle, Lauren Cleland (Visit Sav), Marc Friday, Frank Poe (GWCCA) and SITCC staff Sherrie Spinks, Stephen Hall, Fredia Brady, Ronnie Hickman, Judy Johnson, Kristi Hubner and Gail Terrell

Chairman Smith convened the meeting at 11:00 am.

Mr. Smith welcomed new board members Mr. Arnold Jackson, Mr. Martin Miller, Ms. Anne Scheer and in his absence, Rep. Carl Gilliard.

Mr. Smith asked for approval of the June minutes and treasurer's report. Motion made by Mr. Center for the minutes to be approved after correction of the acronym C.E.D.A. to S.E.D.A; seconded by Mr. Baxter, approved by voice vote. Mr. Smith asked for approval of the treasurer's report. Motion made by Mr. Center; seconded by Mr. Baxter, approved by voice vote.

Mr. Smith asked for the financial reports. Mr. Hall reported a favorable variance to Center budget for June, and a year-end currently favorable to budget. Mr. Hall reported a favorable variance to the Water Transportation budget for June, and year-end is forecasted to be favorable to budget. Mr. Smith provided a brief history of GIMTCA's subsidy commitment to the Water Ferry. Mr. Jackson asked if the number of ferry passengers have steadily increased over the years to which Mr. Hall confirmed. To Mr. Center's question regarding a written contract with Chatham Area Transit, Mr. Hall confirmed the Authority is currently on a month to month contract. Mr. Hall continued with the Authority's financials, noting a favorable performance for June; and forecasted year-end after capital expenditures to be favorable to budget. Hotel/motel tax collections year to date are favorable to budget.

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

Mr. Smith asked for the Sales and Marketing Report. Ms. Brady noted 12 definite and 5 tentative bookings in June. Ms. Brady continued with the year over year 'Pace' report and event statistics.

Mr. Smith asked for the Food and Beverage Report. In Mr. Parks' absence, Director of Catering Sales, Kristi Hubner reviewed SAVOR's June financial statement, upcoming events and client comments. Ms. Hubner highlighted Savor's summer showcase which profiled weddings and banquets. Ms. Hubner also commented on the upcoming hire of the new Catering Sales Manager, Gerry Helmy.

Mr. Smith asked for the Operations Report. Mr. Hickman provided a review of the June facility event demands and preventive maintenance of the Life Safety equipment. Mr. Hickman also provided an update on capital projects and an updated review of the Hutchinson Island monument signage location. Mr. Hickman informed the board that a new permit was required by the DOT to reposition the monument sign closer to the road. To Mr. Jackson's question with regards to whether the new 2-way radio being digital or analog, Mr. Hickman replied digital. To Mr. Jackson's question with regards to Trane's projected energy savings and term years, Mr. Hickman replied that a Trane analysis has been completed in order to start the GEFA process. Mr. Hickman provided a brief explanation of the Trane Energy project.

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Mr. Smith asked for the General Manager's Report. Ms. Spinks reminded the board of their platinum sponsorship for Savannah Chatham Day on January 26, 2017. Ms. Spinks provided an overview of the new board member binders and requested bios from Authority members to include in future packets. Ms. Spinks commented that the Trane report will be added to the binders. Ms. Spinks provided a brief overview of the Trade Center's relationship with Visit Savannah and then introduced Ms. Lauren Cleland, Social Media Strategist with Visit Savannah. Ms. Cleland provided a presentation on Social Media Strategy used to benefit tourism, meetings and conventions in Savannah.

Ms. Spinks provided an update on the Summer 500 interns for Mr. Center.

Mr. Smith provided a brief update on the potential Hotel RFQ/RFP process. Mr. Smith commented that a tentatively scheduled August board meeting will be held. Mr. Smith commented on potentially seeking design funds to expand the Convention Center during the next legislative session. Mr. Smith also informed the board that Savannah City Council recently approved extending the H/M tax for an additional 20 years.

Mr. Smith introduced a discussion to extend our contract relationship with GWCCA as provided in our joint agreement. The current contract ends on June 30, 2017. Mr. Poe provided an overview of the partnership with GWCCA and SITCC. Ms. Spinks to provide a copy of the agreement and extension to the board via email.

Mr. Smith commented on the vacancy of the Secretary capacity on the board to which Mr. Polote nominated and motioned for Mr. Trey Cook to become Secretary; seconded by Ms. Scheer and approved by voice vote.

Mr. Smith then asked for any other business; hearing none, adjourned the meeting at 12:02pm.

Respectfully Submitted,



Trey Cook, Secretary