

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, November 14, 2018, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Arnold Jackson, Martin Miller, Ben Polote Jr., Ruth Quattlebaum, Anne Scheer, Lee Smith **Members absent:** Bill Grainger, Rob Hernandez, Joe Marinelli, Mark Smith, Trip Tollison **Also present:** Paul Threlkeld, SITCC staff: Sherrie Spinks, Ronnie Hickman, Angela Daniels, Gail Terrell, Judy Johnson, Jamie Parks, Erica French, Chris Campbell, Chef Kasey Thexton,

Vice-Chairman, Mr. Ben Polote Jr., convened the meeting at 11:08am.

Mr. Polote Jr. asked for approval of the October minutes and treasurer's report. Motion made by Ms. Scheer; seconded by Mr. Lee Smith and approved by unanimous voice vote.

Counsel Report. Mr. Threlkeld commented on the Hutchinson Island land deeds from the City of Savannah to the State's Department of Economic Development to be executed by mid-December.

Financial Reports. Mr. Hall reported: an unfavorable variance to Center budget for October, and year-end forecasted to be on budget; a favorable variance to the Water Transportation budget for October and year-end forecasted to be on budget excluding the year-to-date matching contributions. Authority financials are unfavorable for October, and year-end currently forecasted to be unfavorable to budget. Hotel/Motel tax revenues are currently unfavorable to budget. Mr. Hall stated the state audit report was completed and no findings this year. Ms. Spinks expressed her gratitude for Sr. Accounting Manager, Ms. Judy Johnson and Mr. Hall's expertise and hard work.

Sales and Marketing Report. Ms. Daniels presented new GIMTCA business cards and client pins for the board members which includes the new company logo. Ms. Daniels stated that the new logo continues to be well received throughout the community. Ms. Daniels continued her report by noting 18 definite and 21 tentative bookings in October. Ms. Daniels also reviewed the Sales prospecting, site visits and proposals for the month of October in addition to events for the months of November and December. To Mr. Lee Smith's comment with regards to ACCG's Regional meetings remaining in Athens, GA for meetings in future years, Ms. Daniels acknowledged hearing the same information.

Operations Report. Mr. Hickman's report included updates on team highlights such as Hurricane Irma Damage, Kitchen PM's and AHU #1 Repair in addition to a review of capital project updates to include: Dimming System Replacement, Life Safety Fire Alarm, Exhibit Hall Electrical Add, Ballroom Wood Wall Rehab, Tondee's Counter, Kitchen Dishwasher Replacement, Garage Lighting, Exterior Light Poles and Janus Display System (Monitors). Mr. Lee Smith requested the contact for Janus Display Systems to which Mr. Hickman confirmed the information will be sent. To Mr. Jackson's questions with regards to the cost of the Janus Display System project, Mr. Hickman replied \$160k including but not limited to (40) 32 inch monitors and (6) 54 inch vertical monitors.

Food and Beverage Report. Mr. Parks reviewed and presented a video of the October off-site event located in Orlando, FL. Ms. Spinks complimented the dedication and hard-work of the Food Service team at the off-site event.

General Manager's Report. Ms. Spinks reviewed Board Community Opportunities to include the Tourism Leadership Council luncheon – November 15, Eggs & Issues – Dec 4, Savannah/Chatham Day – Jan 24,

MLK Jr. Community Unity Luncheon – Jan 19 and also presented the Final version of the proposed Convention Center Expansion Video. Mr. Lee Smith recommended a presentation of the expansion video to the County Commissioners before March 2019. Mr. Miller affirmed his comment. Ms. Spinks commented that GIMTCA Lobbyist, Mr. Lee Hughes was currently showing portable expansion videos at the current session in Atlanta. Mr. Lee Smith also recommended that the expansion video play on a monitor in Visit Savannah's facility; added to websites to include Visit Savannah, Chatham County, City of Savannah and a link to the video on SEDA's website to which the board members agreed.

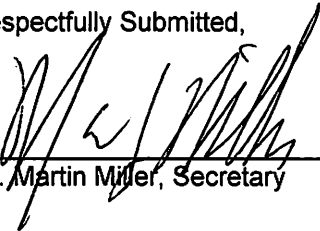
Ms. Spinks commented on the Water Ferry-SaMMI meeting in which the allocation of Per Occupied Room (POR) fees to include the City of Savannah, Chamber of Commerce and Chatham Area Transit (CAT). GIMTCA will no longer be included in the new agreement; however GIMTCA will contribute up to \$50k per year for Water Ferry Operations if needed. Mr. Lee Smith suggested we attend the next CAT meeting when the agreement between GIMTCA and CAT is on the agenda.

Ms. Spinks continued the report with regards to the GSFIC - Commissioning Agent RFQ/RFP. Mr. Polote Jr. expanded on the purpose of GSFIC requiring a commissioning agent for the expansion project.

Ms. Spinks summarized the latest findings of the CBRE report which states that although a new Convention Center hotel is not mandatory, it is encouraged. The report recommends the Convention Center expansion. Ms. Spinks provided an overview of the recent Construction Manager meetings. Ms. Spinks also reminded the board members of the next month's GIMTCA Holiday Luncheon on Wednesday December 12, 2018 at noon.

Mr. Polote Jr. then asked for any other business; hearing none, adjourned the meeting at 11:59am.

Respectfully Submitted,



Mr. Martin Miller, Secretary