

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, March 13, 2013

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Jackson, McAlister, Monsees, Polote, Quattlebaum and Smith. **Members absent:** Baxter(x), Cutter (x) Green(x), Lockett(x), Marinelli(x), Shay. **Also present:** GIMTCA Counsels Tom Gray and Jon Pannell, Howard Helmken, Michael Owens (TLC), Ron Droop and Dee DeRussy (Moran Towing), Howard Morrison and SITCC staff Bob Coffey, Ronnie Hickman, Fredia Brady, Stephen Hall, Jamie Parks and Gail Terrell.

Chairman Smith convened the meeting at 11:01am.

Mr. Smith opened the meeting with the presentation by Mr. Howard Morrison, of ship model *MV Torrens*, a roll-on/roll-off car carrier vessel loaned by Wallenius Wilhelmsem Lines, Savannah.

Mr. Smith noted a quorum and asked for approval of February 2013 Minutes and Treasurer's Report; moved by Mr. Monsees; seconded by Mr. Polote and approved by unanimous voice vote.

Mr. Smith asked for a review of February 2013 financial reports; Mr. Hall reported a favorable variance to Center budget for February, and forecasted an unfavorable budget at year-end. Mr. Hall reported Water Transportation shows an unfavorable variance for February; year-end currently projected to be unfavorable to budget. Mr. Hall reported an unfavorable variance to the Authority's budget for February; and year-end currently projected to be unfavorable to budget due to two unbudgeted rental credit events (GA TAC and YMCA Gymnastics Championships). Hotel/Motel tax projected to be favorable at year end. Mr. Hall also stated on staff recommendation and GIMTCA approval, GIMTCA Directors & Officers' insurance limits have been increased from \$3 million to \$5 million. To Mr. McAlister's question, Mr Hall replied that the deductible for D&O is \$5,000. Mr. Hall also stated that favorable rates were obtained through State of Georgia for property insurance. Mr. Hall replied to Mr. Jackson's question regarding GA TAC and YMCA that rent credits were extended to these groups at the request of Visit Savannah.

Mr. Hall reviewed the FY 2014 Budget Calendar schedule in the board packets. Mr. Smith asked to receive the budget information on April 3--one week prior to the April 10 board meeting. Mr. Smith further stated that any recommendations from SMG coming after April 3 can be considered at the board meeting.

Mr. Smith asked for Counsel's Report. Mr. Gray responded no report at this time.

Mr. Smith asked for the Sales and Marketing Report. Ms. Brady reported 34 bookings in February, including 18 definites. Ms. Brady highlighted several short term bookings for small meetings and social events. Ms. Brady also commented on the strong tentative (repeat) booking of USSOCOM / Joint Special Operations Forces Academic Training. Ms. Brady reviewed the year-over-year comparison report and mentioned the bargraph depicting room-nights consumed by market segment for the current year. Mr. Smith asked if the total number of FY 2013 room nights included the Rock n Roll marathon to which Mr. Coffey and Ms Brady confirmed that the Rock n Roll marathon recently turned into a definite booking and the projected room nights are included in the FY2013 report.

Mr. Smith asked for the Food and Beverage Report. Mr. Parks reviewed Savor...Savannah's Customer Feedback Report for January--which had a 25% return rate, and a combined score of 3.94 out of 4. Mr. Parks commented on the Gulfstream's recent participation in the feedback program. Mr. Parks reviewed the 2013 Organization Goals and Strategic measures enclosed in the board packets.

Mr. Smith asked for the Operations Report. Mr. Hickman reviewed the Operations Update memo, highlighting annual HVAC preventive maintenance projects. Mr. Hickman also reviewed Capital Projects including Ballroom Dimming System Replacement and major component replacement on the small freight elevator at Rotunda Service Hall.

Mr. Smith asked for the General Manager's Report. Mr. Coffey reviewed a memo to board, along with pictures of damage to the exhibit hall floor surface, evidently caused by improper installation of the steel post-tensioning cable system in the floor slab, which has recently become visible. Mr. Polote agreed with Mr. Coffey's comments regarding the post tension cable system and gave a detailed explanation of the process and potential repair work involved. Mr. Polote also agreed with Mr. Coffey's suggestion to move forward with an x-ray study of the entire floor in order to determine where the steel cables are too close to the surface. Mr. Smith asked that Mr. Coffey and Mr. Polote remain in close contact with regards to this project to which they both agreed. Mr. Coffey stated that the Trade Center/Westin Connector project is scheduled for completion around June 10. Mr. Coffey commented on the water intrusion problems along the south wall of the parking garage, affecting the corridor project area--this can be temporarily fixed by diverting rain - irrigation water away from the wall, but that this is only one element of serious deterioration of the waterproofing of the parking garage-including the entire roof (which is actually the road surface of Bryan Square above). Mr. Coffey approximated the repair project cost at \$200k minimum; and stated that the County, which owns the garage will be notified.

Mr. Smith commented on discussions with the Westin on working together to discuss agreements nearing expiration such as the parking agreement and repair of the lights in front of the building. Mr. Smith also commented on future comprehensive discussions with the Westin on how to jointly maximize opportunities of working together. Mr. Smith stated nothing new to report on the county hotel project.

Mr. Smith requested any further business: and hearing none, adjourned the meeting at 11:34am.

Respectfully submitted,



George Jackson, Secretary