

# Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors  
Wednesday, February 8, 2017, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

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**Members present:** Dennis Baxter, Arnold Jackson, Joe Marinelli, Martin Miller, Ben Polote Jr., Lee Smith, Mark Smith and Trip Tollison **Members absent:** Trey Cook, Rep. Carl Gilliard, Rob Hernandez, Anne Scheer **Also present:** GIMTCA Counsel Tom Gray, Michael Owens, Mary Mayle, Tony Center, Jeff Hewitt, Bob Coffey, Fredia Brady and SITCC staff Sherrie Spinks, Stephen Hall, Judy Johnson, Armelle Kelly, Ronnie Hickman, Gail Terrell and Jamie Parks

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

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

Mr. Smith introduced Chatham County Manager, Lee Smith, as a new board member to the Authority.

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

Financial reports. Mr. Hall reported a favorable variance to Center budget for January, and year-end forecasted to be favorable to budget. Mr. Hall reported an unfavorable variance to the Water Transportation budget for January, and year-end forecasted to be favorable to budget. Mr. Hall continued with the Authority's financials, noting a favorable performance for January, and year-end forecasted to be favorable to budget. Hotel/Motel tax revenues for FY17 are currently favorable to budget. Mr. Marinelli recognized SITCC staff for repair work completed on the 'waving girl' dock.

Sales and Marketing Report. Senior Sales Manager, Armelle Kelly, noted 18 definite and 9 tentative bookings in January. Ms. Kelly highlighted the definite booking of National Beta Club-Georgia Junior Beta (2017) and Gulfstream Conference (2018). Ms. Kelly also highlighted the tentative booking of Vintage Market Days (2017). Ms. Kelly continued with the year over year 'Pace' report and event statistics. Mr. Marinelli highlighted the tentative Minglehoff's 2018 Dealer Meeting originating from the Speed Classic event. Mr. Marinelli also commented on Savannah trending towards busier June and July months as compared to prior years.

Operations Report. Mr. Hickman reviewed the Operations report and provided an annual preventative maintenance update on the SITCC central plant. Mr. Hickman commented on the Capital project updates such as ballroom restroom renovations and the Hutchinson Island Monument sign. To Mr. Smith question regarding the status of the Energy Performance Contract (EPC), Mr. Hickman stated that the EPC was recommended to be placed on hold until decision was made on the building expansion including size and mechanical needs to properly access the EPC project of the facility going forward.

Food and Beverage Report. Mr. Parks' reviewed SAVOR's January financial statement, upcoming events and client comments. Mr. Parks' also reviewed the latest addition to the Art work displayed throughout the facility. Mr. Parks' extended an invitation to the board members to attend the Art Gallery Reception on February 16 highlighting the works of a professor from the Savannah College of Art and Design (SCAD). The Center's Art Committee currently collaborates and displays his artwork on the mezzanine level.

General Manager's Report. Ms. Spinks commented on the SITCC and Visit Savannah's marketing collaboration with a digital billboard advertising Savannah on GWCC's building. Ms. Spinks also commented that the City Hall dock was now in Savannah but pending Federal Transit Administration (FTA) approval. Ms. Spinks informed the board that a replica of the Liberty Ship – SS James Oglethorpe has been built by the students of Savannah Tech and will be on displayed in front of the facility near the flag poles effective this date. Ms. Spinks also informed the board of upcoming events for the board members to attend such as the United Negro College Fund (UNCF) luncheon, Tourism Leadership Council (TLC) Dinner and Scholarship Awards and 100 Black Men 21<sup>st</sup> Annual Gala.

Mr. Smith commented on the proposed Trade Center expansion and the CBRE report which suggested 100,000 sq ft of additional Exhibit Hall space, extra meeting rooms and ballroom space should be considered.

The board members recognized the Senior Director of Sales, Fredia Brady for her dedication and service to the Trade Center, Authority and Community and wished her well in her new position at Wilmington Convention Center in Wilmington, NC.

Mr. Smith then asked for any other business; hearing none, adjourned the meeting at 11:50am.

Respectfully Submitted,

  
Trey Cook, Secretary