

# Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors  
**Wednesday, May 9, 2018, 11:00am**

Jasper Boardroom, Savannah International Trade & Convention Center

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**Members present:** Dennis Baxter, Bill Grainger, Arnold Jackson, Joe Marinelli, Martin Miller, Ben Polote, Jr., Lee Smith, Mark Smith and Trip Tollison **Members absent:** Trey Cook, Rob Hernandez, Anne Scheer **Also present:** Jeff Hewitt, Mr. Howard and Mary Morrison, Paul Threlkeld and Lee Hughes, SITCC staff: Sherrie Spinks, Stephen Hall, Ronnie Hickman, Jamie Parks, Angela Daniels, Gail Terrell and Judy Johnson

Chairman, Mr. Mark Smith, convened the meeting at 11:05 am.

Mr. Smith asked for approval of the April Board budget workshop minutes in addition to the April Board meeting minutes and treasurer's report. Motion made by Mr. Joe Marinelli; seconded by Mr. Miller and approved by unanimous voice vote.

Mr. Smith introduced Mr. Howard Morrison who gifted the Savannah Convention Center with the Augusta Oelschig – mural of the life and times in Savannah GA. Mr. Morrison provided a historical overview of the mural to the board members.

Counsel's report. Mr. Threlkeld responded with no report at this time.

Financial reports. Mr. Hall reported: a favorable variance to Center budget for April, and year-end forecasted to be favorable to budget; an unfavorable variance to the Water Transportation budget for April and year-end currently forecasted to be unfavorable to budget; Authority financials are favorable for April, and year-end currently forecasted to be favorable to budget. Hotel/Motel tax revenues for FY18 are currently unfavorable year-to-date. Mr. Marinelli commented on Tybee's strongest results on record for the month of April.

To Mr. Jackson's question regarding a potential new ferry dock near the future Kessler hotel, Ms. Spinks replied that the capital monies for the Water Ferry will be covered by a federal grant; however, the grant will not extend to the operations of the Water Ferry.

Mr. Hall continued with the financial report providing a brief overview of the FY '19 budget. Motion by Mr. Baxter; seconded by Mr. Polote, Jr. and approved by unanimous vote.

Sales and Marketing Report. Ms. Daniels, noted 14 definite and 9 tentative bookings in April. Ms. Daniels provided the board members with a Sales Department productivity update. Ms. Daniels continued with the year over year 'Pace' report and event statistics. Ms. Daniels also provided a Sales Recap for the Sales team during the month of April including but not limited to site visits, prospecting and proposals.

Operations Report. Mr. Hickman noted the completion of the skylight repairs in the 200's and Rotunda areas due to damage from Hurricane Irma. Mr. Hickman also noted the completion of the Riverwalk Pavers with the exception of punch list items. Mr. Hickman continued with a review of capital project updates on the following: Dimming System Replacement, Ballroom Shade Replacement, Life Safety Fire Alarm, Bryan Square Paving (project completed) and Chiller Plant Automation upgrade status. Mr. Hickman provided an overview of the staff's recommendation to purchase and install two 400 amps in the

Exhibit Hall to furnish disconnects. Motion by Mr. Martin; seconded by Mr. Marinelli and unanimous voice vote.

Food and Beverage Report. Mr. Parks reviewed SAVOR's April financial statement and upcoming events. Mr. Marinelli recommended a letter of gratitude to be provided to SMG in light of Savor's upcoming transition to GWCCA management to which Mr. Smith agreed.

General Manager's Report. Ms. Spinks introduced Mr. Hughes, Authority's Lobbyist, who provided the board members with a Legislative update.


Mr. Lee Smith recommended the use of various Chatham County information outlets and Commissioner's meetings to inform the public of the upcoming expansion and hotel projects.

Chairman Smith provided an overview of the Expansion Design Update with the Architects which has a completed Schematic Design and moving forward to the Design Development phase with board approval. Motion by Mr. Polote Jr.; seconded by Mr. Miller and approved by unanimous voice vote. Mr. Smith also reviewed the CBRE Agreement and the recommended a current feasibility study to be completed. Motion by Mr. Miller; seconded by Mr. Baxter and approved by unanimous voice vote. Mr. Smith provided an overview of the prior agreement and results yielded with Moeckel and company who negotiated agreements with the hotel developers. Mr. Smith recommended renewing the agreement with Moeckel and company. Motion by Mr. Baxter; seconded by Mr. Polote Jr.; and approved with unanimous voice vote.

Mr. Smith asked Mr. Marinelli and Ms. Scheer to serve as the GIMTCA nominating committee for FY19 officers. We will expect their report next month.

Mr. Smith then asked for any other business; hearing none, adjourned the meeting at 12:20pm.

Respectfully Submitted,

  
Board Officer