

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, November 9, 2016, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Tony Center, Rob Hernandez, Joe Marinelli, Martin Miller, Ben Polote, Anne Scheer, Mark Smith and Trip Tollison **Also present:** GIMTCA Counsels Tom Gray and Jon Pannell, Mary Mayle, Lee Hughes, Bob Coffey, Jeff Hewitt, Joe Bocherer (GWCC), Jen LeMaster (GWCC), Bill Moeckel, Liz Taschereau, Jeremy Harvey, Megan White and SITCC staff Sherrie Spinks, Stephen Hall, Fredia Brady, Ronnie Hickman, John Gotcher and Jamie Parks

Chairman Smith convened the meeting at 11:06 am.

Mr. Smith acknowledged Chief Administrative Officer, Jen LeMaster and Chief Commercial Officer, Joe Bocherer from GWCC, in addition to the center's new Chief Engineer, John Gotcher and the City of Savannah's new Strategic Planning Manager, Liz Taschereau. Mr. Smith also welcomed Savannah City Manager, Rob Hernandez.

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

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

Mr. Smith asked for the financial reports. Mr. Hall reported a favorable variance to Center budget for October and year-end forecasted to be favorable to budget. To Mr. Hernandez's question regarding why business tends to be slower during the months of November and December, Mr. Hall and Mr. Marinelli replied slower corporate event and conventions during that timeframe. Mr. Hall reported a favorable variance to the Water Transportation budget for October, and year-end forecasted to be favorable to budget. Brief discussion ensued regarding dock damage by the waving girl/Marriott due to Hurricane Matthew. Mr. Hall continued with the Authority's financials, noting a favorable performance for October and year-end forecasted to be favorable to budget. Mr. Center asked if a policy was established to specify cash reserve balance to which Mr. Smith replied that they are currently working on a comprehensive cash management plan to be shared with the board at a later date. Hotel/motel tax revenues for FY17 are favorable to budget.

Mr. Smith asked for the Sales and Marketing Report. Ms. Brady noted 6 definite and 14 tentative bookings in October. Ms. Brady highlighted the definite booking of US Maritime Alliance, LTD Meeting (2016), The Color Vibe 5k Race (2017) and GA Southern University – Student Success in Writing Conference (2017). Ms. Brady continued with the year over year 'Pace' report and event statistics. Ms. Brady reviewed the report of events in need of additional space noting that the State of the Port Luncheon and the Smart Women's Expo and Luncheon have completely maxed out the ballroom space.

Mr. Smith asked for the Operations Report. Mr. Hickman introduced the center's new Chief Engineer, John Gotcher. Mr. Hickman commented on the completion of the prerequisite audit with Sustainability Investment Group (SIG) to qualify for LEED certification. Mr. Hickman reviewed staff's recommendation to utilize SIG as the facilitator of policies and procedures, engineering documentation and submittal and required performance studies to become a LEED certified facility. Mr. Hickman also reviewed the cost for SIG services (\$23k) as well as the anticipated fees expected from the U.S. Green Building Council (\$15k) to move forward. Motion made by Mr. Center to approve the use of Sustainable Investment Group for the LEED EB: O+M Consulting and Engineering Services for the Trade Center. Seconded by Ms. Scheer

and approved unanimous by voice vote. Mr. Hickman continued the review of the Operations report with capital project updates such as two-way radio replacement, ballroom restroom renovations and the Hutchinson Island Monument sign.

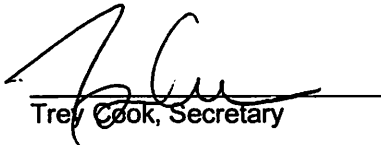
Mr. Smith asked for the Food and Beverage Report. Mr. Parks reviewed SAVOR's October financial statement, upcoming events and client comments.

Mr. Smith asked for the General Manager's Report. Ms. Spinks introduced GIMTCA Lobbyist Lee Hughes who presented a report on the hotel/motel tax agreements with the various municipalities to the board. Ms. Spinks introduced Jeremy Harvey, VP of Communications (Visit Savannah) and Megan White, Marketing Projects Manager (Visit Savannah) who provided a Marketing update of the partnership between the Trade Center and Visit Savannah to the board. Ms. Spinks reviewed the damage and repair of the facility from Hurricane Matthew and the Red Cross shelter operations at the facility immediately after the hurricane.

Mr. Smith then asked for any other business; hearing none, he requested the board enter into Executive Session to discuss real estate. Motion by Mr. Center to recess to Executive Session for those purposes; seconded by Mr. Miller, approved by voice vote. Mr. Smith duly recessed the regular session at 12:00pm and entered Executive Session.

Following Executive Session, motion by Mr. Miller to adjourn Executive Session and return to regular session; seconded by Ms. Scheer and approved by voice vote. Mr. Smith reconvened the regular session at 1:00pm for purposes of certifying the Executive Session and adjournment.

Respectfully Submitted,



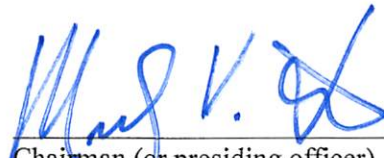
Trey Cook, Secretary

GEORGIA INTERNATIONAL AND MARITIME TRADE CENTER AUTHORITY
AFFIDAVIT AS TO OPEN MEETINGS LAW

The undersigned Chairman (or presiding officer) of the Georgia International and Maritime Trade Center Authority ("GIMTCA"), hereby certifies, under oath, that the portion of a meeting of GIMTCA which was closed to the public and held on the date set forth below was devoted solely to the following matters (as indicated by a check mark) which, under the cited Georgia statute, are authorized to be discussed or acted upon in closed session:

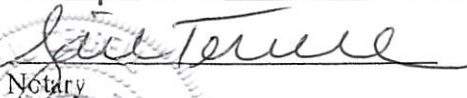
- Authorize negotiations to purchase, dispose of, or lease property, authorize the ordering of an appraisal related to the acquisition of disposal of real estate, enter into a contract to purchase, dispose of, or lease property (subject to approval in a subsequent public vote), or enter into an option to purchase, dispose of, or lease real estate (subject to approval in a subsequent public vote) (O.C.G.A. § 50-14-3(b)(1)(B)(C)(D) and (E)).
- Discussion or deliberation upon the appointment, employment, compensation, hiring, disciplinary action or dismissal or periodic evaluation or rating of an employee of GIMTCA or interviewing applicants for the executive head of GIMTCA (O.C.G.A. § 50-14-3(b)(2)).
- Consultation and meeting with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings or other judicial actions brought or to be brought by or against GIMTCA or an officer or employee of GIMTCA or in which GIMTCA or an officer or employee may be directly involved (O.C.G.A. § 50-14-2), and authorize settlement of any of the foregoing matters (O.C.G.A. § 50-14-3(b)(1)(A)).

Meeting Date: 11/9/16



Chairman (or presiding officer),
Georgia International and Maritime Center
Authority

Sworn to and subscribed before me,
This 9 day of NOV, 2016



Notary



Gail Terrell
NOTARY PUBLIC
Chatham County, GEORGIA
My Comm. Expires 3/28/2017

My Comm. Expires 3/28/2017
Chatham County, GEORGIA
NOTARY PUBLIC
Gail Tenell

