

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, March 13, 2019, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Joe Marinelli, Martin Miller, Ben Polote Jr., Ruth Quattlebaum, Lee Smith, Mark Smith, Trip Tollison **Members absent:** Dennis Baxter, Bill Grainger, Rob Hernandez, Arnold Jackson and Anne Scheer **Also present:** Michael Owens, Katie Nussbaum, Paul Threlkeld, Jeff Hewitt SITCC staff: Sherrie Spinks, Ronnie Hickman, Gail Terrell, Stephen Hall, Chris Campbell and Jim Taylorson

In Chairman Smith's absence, Vice-Chairman, Mr. Ben Polote Jr. convened the meeting at 11:08am.

Counsel Report. Mr. Threlkeld provided a brief legislative update on the progress of parcels transitioning from the City of Savannah property to State of Georgia property for the expansion project. Chairman Smith entered the board room and joined the meeting.

Financial Reports. Mr. Hall reported: an unfavorable variance to Center budget for February, and year-end currently forecasted to be unfavorable to budget; Mr. Hall then continued with the Authority financials citing an unfavorable variance for February; and year-end currently forecasted to be unfavorable to budget. Hotel/Motel tax revenues year-to-date are currently favorable. Mr. Hall reviewed the Water Ferry life to date expenditures of \$2,866,668.

Sales and Marketing Report. Ms. Daniels noted 10 definite and 21 tentative bookings in February. Ms. Daniels also highlighted the definite February contracts; highlighting the Harris Schools User Conference in 2019 and the It's a Girl's World Festival in 2020. Ms. Daniels continued with the pace report and reviewed upcoming events in February and March 2019. Ms. Daniels also reviewed various pieces of 5x8 canvas art with pictures of Savannah being displayed around the Convention Center.

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

Operations Report. Mr. Hickman's report included team highlights and a review of capital project updates to include: Dimming System Replacement, Exhibit Hall Electrical Add, Tondee's Counter, Kitchen Dishwasher Replacement, Exterior Light Poles and Janus Display System (Monitors). Discussion held regarding the durability of specific kitchen equipment in place since the center opened and replacement timeline. Mr. Hickman reviewed the road deterioration in Area 7 and requested \$6,644 to repair the roadway to which Mr. Lee Smith stated that the County and City would be able to assist with the roadway repair. Motion by Mr. Marinelli to approve the amount requested to repair the roadway in Area 7 subject to input from the County and City; seconded by Mr. Miller and approved by unanimous voice vote. Mr. Hickman confirmed that the building signage for the front of the facility should be installed by the end of May.

Food and Beverage Report. In Mr. Parks' absence, Food & Beverage Manager, Chris Campbell reviewed February event highlights and provided an update on the new POS system 'Square'.

General Manager's Report. Ms. Spinks reviewed the action item of the Commissioning Agent cost of

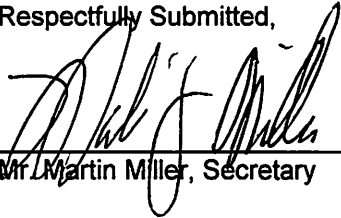
\$121,970. She also stated that 50% CD's are due March 14. Motioned by Mr. Polote Jr. to approve the cost of the Commissioning Agent through the 100% construction documents; seconded by Mr. Lee Smith and approved by unanimous voice vote. Ms. Spinks then reviewed the Environmental testing which is expected to cost \$10,000 but if additional testing is required could have a potential cost of up to \$48,450 based on the findings. Motion by Mr. Miller to approve the total potential Environmental testing cost; seconded by Mrs. Quattlebaum and approved by unanimous voice vote. Ms. Spinks acknowledged the thank you note received from Massie Heritage Center for the donation in memory of the late Mr. Howard Morrison.

Chairman Smith introduced Mr. Michael Owens, President of the Tourism Leadership Council, and Governor Kemp's local point of contact as it pertains to the status of the funding for the Convention Center expansion. Mr. Owens provided an Authority Legislation update with regards to HB525.

Mr. Marinelli discussed the importance of the Professional Convention Managers Association (PCMA) conference which will be held in Savannah next week.

Chairman Smith then asked for any other business; hearing none, adjourned the meeting at 12:00pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Martin Miller', is written over a horizontal line. The signature is stylized and cursive.

Mr. Martin Miller, Secretary