

Georgia International and Maritime Trade Center Authority

Minutes of the Regular Meeting of the Board of Directors
Wednesday, January 9, 2019, 11:00am

Jasper Boardroom, Savannah International Trade & Convention Center

Members present: Dennis Baxter, Bill Grainger, Arnold Jackson, Ben Polote Jr., Mark Smith, Joe Marinelli, Ruth Quattlebaum, Anne Scheer, **Members absent:** Rob Hernandez, Martin Miller, Lee Smith and Trip Tollison **Also present:** Jeff Hewitt, Lee Hughes, Katie Nussbaum, Michael Owens, SITCC staff: Angela Daniels, Stephen Hall, Ronnie Hickman, Holly Jenkins, Judy Johnson, Jamie Parks and Sherrie Spinks.

Chairman Smith convened the meeting at 11:00am.

Chairman Smith asked for approval of the December minutes and treasurer's report. Motion made by Mr. Baxter, seconded by Ms. Scheer and approved by unanimous voice vote.

Counsel Report. Mr. Threlkeld was not present; however, he sent an email saying he had no report. Ms. Spinks indicated that he has sent the Water Ferry Service Agreement to CAT for final approval.

Financial Reports. Mr. Hall reported: an unfavorable variance to Center budget for December reflecting lower ancillary revenue and significant increase in the City of Savannah water bill (\$97k for first six months of the year versus \$76k for entire fiscal 2018); Year-end is currently forecasted to be unfavorable to budget; Water Ferry financials were right on budget for December and year-end forecasted to be favorable to budget; Authority financials are unfavorable for December and year-end currently forecasted to be unfavorable to budget. Hotel/Motel tax revenues year to date are still favorable to budget. To Chairman Smith's question with regards to the new CAT agreement, Mr. Hall confirmed that the Authority will commit up to \$50k funding support. Upon approval of the new agreement the Water Ferry as a sub-entity of the Authority will go away. In response to Chairman Smith's question regarding status of the new ferry docks, Ms. Spinks indicated that the City was asking SAMMI to prefund the local match and that CAT needs to confirm the budget.

Sales and Marketing Report. Ms. Daniels highlighted December and January to date contracts and continued her report by noting 10 definite and 16 tentative bookings in December. Ms. Daniels also reviewed the marketing plans for the 3rd quarter and presented WJCL's coverage of last month's ribbon cutting on the newly named municipality partners' meeting rooms & interview with Mr. Smith regarding expansion plans. Chairman Smith requested inclusion of the pace report in the board presentation.

Operations Report. Mr. Hickman's report included updates on team highlights in addition to a review of capital project updates to include: Dimming System Replacement, Life Safety Fire Alarm, Exhibit Hall Electrical Add, Tondee's Counter, Kitchen Dishwasher Replacement, Garage Lighting, Exterior Light Poles and Janus Display System (Monitors). He also elaborated on the water meter readings indicating that we have requested a 3rd party review and announced the selection of our new landscaping supplier Brightview Landscaping Services effective January 2019. In response to Chairman Smith's question regarding maintenance of Bryan and Tomochichi Squares, Mr. Hickman said that the City maintains these squares and has implemented drought based plantings.

Food and Beverage Report. Mr. Parks reviewed event highlights for a busy December, completion of smallwares inventory which has had very little loss, goal of reducing plastic usage and highlighted our

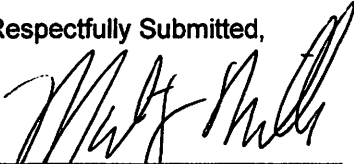
new baking program with the Gray Market.

General Manager's Report. Ms. Spinks asked Mr. Hughes for an update on the legislative request to which he responded with no news – we are basically in a wait & see mode. Mr. Hughes said we have gotten some reaction to the costs but upon clarification most legislators agree it seems reasonable. Chairman Smith added that we have done all that we could do and that the video was very well received. Ms. Spinks mentioned the upcoming board community opportunities to include the MLK Jr. Community Unity Luncheon – Jan 19 and Savannah/Chatham Day – Jan 24. Ms. Jenkins gave a presentation on the Center's Human Resource activities to include community service participation (Emmaus House, clean up on Tybee Beach, Gadsden Elementary reading, collections for Union Mission and more), health and wellness activities and employee appreciation/recognition. Ms. Spinks indicated that "we have fun and work hard" and commended Mr. Hickman's efforts in working with the design team helping to identify \$2 million in savings.

Chairman's Report. Chairman Smith also commended the staff for working diligently with the design team and indicated that the hotel developer David Songy was patiently waiting for us to announce a ground breaking.. Creation of legal documents for the hotel will begin after we receive a favorable response for the legislative budget. Mr. Marinelli asked what would happen if we don't get full funding to which Chairman Smith responded he couldn't image they would only fund part without a path to completion, but there may be a request for local support. He indicated that the Governor's Office has vetted the project including discussions with Executive Director of GWCCA, Mr. Frank Poe.

Chairman Smith then asked for any other business; hearing none, adjourned the meeting at 11:52am.

Respectfully Submitted,



Mr. Martin Miller, Secretary