

Savannah Georgia Convention Center Authority

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

Jasper Boardroom ~ Savannah Convention Center

Members present: Patrick Farrell, Ruth Quattlebaum Edwards, Joseph Marinelli, Martin Miller, Ben Polote Jr., Jeanne Seaver, Lorri Smith (via polycom), Mark Smith, Trip Tollison **Members absent:** Mark Spadoni and Ansley Williams **Also present:** Paul Threlkeld, Warren Shepard (GEMA) and SITCC staff: Sherrie Spinks, Gail Terrell, Stephen Hall, Ronnie Hickman, Angela Daniels, Judy Johnson, Jamie Parks and Tara Nobles

Chairman Smith convened the meeting at 11:01am.

Chairman Smith requested a moment of silence in remembrance of 9/11/2001 (Patriot Day) and the lives lost.

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

Counsel Report. Mr. Threlkeld replied no report at this time.

Financial Reports. Mr. Hall reported: a favorable variance to Center budget for August, and year-end currently forecasted to be on budget; Mr. Hall then continued with the Authority financials citing a favorable variance for August; and year-end currently forecasted to be on budget. Hotel/Motel tax revenues received from one municipality. Mr. Hall also reviewed the Water Ferry life to date expenditures.

Sales and Marketing Report. Ms. Daniels reviewed the new web based proposal template and cited the completion of staff training on the Janus board system which will display events occurring in each room, run ads and public relations information. The system will also control the large information monitors throughout the facility. Ms. Daniels also showed the board members the new branding/advertising brochure recently created by the PR/Marketing Manager, Tara Nobles. Ms. Daniels commented on Savannah Convention Center's presence in the Connect Magazine and Facilities & Destinations Magazine. Ms. Daniels stated that the board members will be introduced to the online board management system, BoardPaq, at the October board meeting. Ms. Daniels commented on the upcoming Savannah Convention Center booth at the Chamber of Commerce Expo in which an emphasis on choosing the facility for Holiday events will be discussed with attendees. Ms. Daniels continued her report with an overview of the production report, review of August contracts and Pace report. Mr. Marinelli commented on the positive joint sales efforts of both Visit Savannah and the Savannah Convention Center which has shown an increase in Lead production. Mr. Marinelli also distributed copies of an article in the Facilities & Destinations Magazine which highlights the new renovations/expansions of Convention Centers across the nation.

Operations Report. Mr. Hickman provided the Operations Report which included team highlights and review of capital projects.

Food and Beverage Report. Mr. Parks reviewed August financials and highlighted a few facility 'fun facts' for the month of August.

General Manager's Report. Ms. Spinks reminded the board members of the State of the Port Luncheon

on September 12. In addition to the upcoming Savannah-Chatham Day in January 2020. Ms. Spinks provided an overview of the new Chatham Area Transit (CAT) agreement which includes up to \$50k in operating costs. Ms. Spinks also provided a brief historical summary of the Authority's monetary support to CAT. Motion by Mr. Tollison to accept the new CAT agreement; seconded by Mr. Miller and approved with unanimous voice vote. Ms. Spinks then recognized Director of Operations, Ronnie Hickman and Public Safety Manager, Lori Domelowicz for participating in the CEMA briefings twice per day leading up to and during Hurricane Dorian. Ms. Spinks introduced GEMA representative, Warren Shepard and Public Safety Manager, Lori Domelowicz who provided a presentation on the GEMA Threat Assessment and Recommendations for the facility. Upon completion of the presentation, Chairman Smith requested quarterly updates to the board members with the progress of the GEMA recommendations.

Chairman Smith commented on the possibility of a Letter of Intent from the apparent awardee of the hotel development SongyHighroads by next month.

Chairman Smith commented that the next board meeting will be held on the third week of October Wednesday October 16, 2019 at 11:00am versus the regularly scheduled second week then asked for any other business; hearing none, Chairman Smith then adjourned the meeting at 12:12pm.

Respectfully Submitted,



Lorri Smith, Secretary-Treasurer