

Board Meeting		
Thursday, October 12, 2017	12:00PM	Chamber Office – 404 Hwy 80 West
Meeting Called to Order	Adam Bridges, President	
Type of meeting	Board of Directors Regular Meeting	
Facilitator	Adam Bridges	
Note taker	Susan Eiseman	
Attendees	Adam Bridges, Jabron Webster, Steve Cannavaro, Veronica Voisine, Marcus McBride, Whitney Ray	
Excused	Daniel Cloutier, Rebecca Iwanski, Maurice Jackson, Marty Jones, Steve Larson, James Sullivan, Richard Weaver	
Staff	Pam Southard, Susan Eiseman, Donna Lippens, Jane Grismer	
Guests		

A. Call to Order

Adam Bridges: Call the meeting to order at 12:08 PM and note that we have a few people out but confirmed we have a quorum.

B. Approve Minutes of September Board Meeting

Adam Bridges: May I have a **motion** to approve the September minutes? Marcus McBride: I **motion** to approve the September Minutes. Whitney Ray: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

C. Financials

Marcus McBride: As you know I have been having some medical issues which have kept me away from a few meetings. These issues are on-going so I am asking Whitney Ray of the Finance Committee to act as Finance Committee Chair. I will still be on the committee, but Whitney Ray will head the committee and I will help as I can. We will need to add Whitney to the signature cards at the bank. Adam Bridges: Marcus, we want to thank you for 3 – 4 years of service in this capacity and Whitney we want to thank you for stepping up.

- Profit and Loss – Tourism – July 2017 Second Draft**
- Profit and Loss – Chamber – July 2017 Second Draft**
- Statement of Financial Position – July 2017 – Second Draft**
- Statement of Activities – July 2017 – Second Draft**

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Whitney Ray: Regarding the P&L for Tourism; income, the budget was \$396K, and we received \$35K from the City with a total income of \$251K, so we are working toward that budget. Two exceptions where we are under budget are Billboards and Print Ads. Questions? Regarding P&L Chamber; we have income of \$12K and expenses of \$22K, a net income year to date of \$4839.-. Regarding the Statement of Activities; we have net assets of \$37K for Chamber and \$63K for Tourism and we need to work on zeroing those out. Regarding the Statement of Financial Position; our cash is \$29K, A/R is \$74K with total Assets of \$104K. Questions? Adam Bridges: Since there are no questions may I have a **motion** to approve the July Second Draft Financials? Steve Cannavaro: I **motion** to approve the July Second Draft Financials. Jabron Webster: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

Profit and Loss – Tourism – September 2017 First Draft
Profit and Loss – Chamber – September 2017 First Draft
Statement of Financial Position – September 2017 First Draft
Statement of Activities – September 2017 First Draft revised
Advertising Report – September 2017
Events Evaluation – June - August / 2017

Whitney Ray: Regarding the P&L Tourism, we are on track to meet the \$396K budget. Adam Bridges: We project higher to maybe \$420K but didn't touch the budget as this is a living budget, historically, the City gives us more. We adjust as we go, probably quarterly. We need to keep expenditures down. Normally we would increase the \$396K at this time, but not this year for good net assets. Marcus McBride: Do we have a number from the City yet? Pam Southard: No. Whitney Ray: We have spent over on Visitor's Center; Board approved but it was not allotted. Pam Southard: We have a new line item for the Kingsland Visitor's Center. Whitney Ray: We changed a line item to Tourism Marketing which was not budgeted. Regarding the P&L Chamber; We do not have all the income for Fall Festival and there will be more for Economic Luncheon and Gala Sponsorships. Questions? Marcus McBride: The Chamber is doing well. Pam Southard: Yes, over half a million. Steve Cannavaro: Can we talk about a Membership Drive? Adam Bridges: Let's put it on the Agenda for next meeting. Whitney Ray: Regarding the Statement of Financial Position; we are 2 months behind on the City, roughly \$75K plus \$43K in the bank for total assets of \$118,982. Regarding the Statement of Activities; we have total net assets of \$44K for Chamber and \$75K for Tourism...Total \$119K. Questions? Regarding Advertising Report; The biggest are Billboards, Print As, Radio and TV. Questions? Jabron Webster: Should we see more detail? Whitney Ray: Less miscellaneous. Regarding Events Evaluation; there were no events in July and August was Economic Luncheon where we took in \$1527 and spent \$1047 with a profit of \$480. Pam Southard: There are more expenses to come and the sponsorship is not yet in. Whitney Ray: And there were no events in September. Marcus has prepared a take home to review P&L for January – September. Adam Bridges: We also have preliminary Budgets for 2018. Take them home – there is no number from the City as yet. We will need to approve next month. We went off of \$396K plus 10%, we tried to be conservative, we will adjust if we need to. Jabron Webster: We may need to adjust the reimbursable mileage with the two new visitor's Centers. Pam Southard: And we may need to adjust

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payroll as well as we grow. Adam Bridges: It's in there with an \$18K cushion. Questions? Adam Bridges: We have a number of outstanding financials, first drafts have been gone over, the only difference with the second draft is the hard number from the City.

May I have a **motion** to approve the final draft of November 2016 financials? Marcus McBride: **Motion** to approve the final draft of November 2016 Financials. Jabron Webster: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of the December 2016 Financials? Marcus McBride: **Motion** to approve the final draft of December 2016 Financials. Whitney Ray: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of January 2017 Financials? Marcus McBride: **Motion** to approve the final draft of January 2017 Financials. Whitney Ray: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of the February 2017 Financials? Jabron Webster: **Motion** to approve the final draft of the February 2017 Financials. Steve Cannavaro: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of March 2017 Financials? Steve Cannavaro: **Motion** to approve the final draft of March 2017 financials. Marcus McBride: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of the April 2017 Financials? Whitney Ray: **Motion** to approve the final draft of the April 2017 Financials. Jabron Webster: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

May I have a **motion** to approve the final draft of the May 2017 Financials? Steve Cannavaro: **Motion** to approve the final draft of the May 2017 Financials. Marcus McBride: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

D. New Business

1. **Annual Awards Banquet.** Pam Southard: The Annual Awards Banquet will December 14th at the Mighty Eighth. By-Laws, Budgets, etc. will be sent out.
2. **Annual Reviews.** Pam Southard: These are done and will be turned over to Personnel Committee, then the Finance Committee. Bonuses will be given in December and raises in January.

E. Old Business

1. **Placement of caboose.** Pam Southard: The caboose is at the Visitor's Center, it needs a little help from having sat out in the weather so we are going down there tomorrow to do some painting and sanding. The Mayor and City Hall are very happy and we will have an unveiling, the date TBD.

2. City Moving forward with renovation. Pam Southard: The City is moving forward with the renovations on the house we will be moving to. We are meeting with Robbie Byrd, City Manager next week to discuss plans / needs.

3. Slate for 2018 Board

Jabron Webster: We have 5 people for the slate and all are excited about this. Pam Southard: We are sad that Steve will be leaving. We have added Dr. Johnny, so the slate will be 6 people.

F. Additional Comments

Steve Cannavaro: Might want to try to get GBI for membership while out and about. When I am out and about, I talk about the Chamber and I hear a lot of people say they “used to be a member”...it’s that old bad reputation. I am happy to help with getting new members. Their calls should be returned within 15 minutes.

Jabron Webster: What’s happening in front of Lowes? Adam Bridges: McDonalds and another chain restaurant. Marcus McBride: What about Aldi and Lidl? Susan Eiseman: Lidl is to be at Park and Canal and Aldi to be at Maxwell and Trader’s Way...eventually. Pam Southard: We have an Aloft hotel coming with condos, boutiques, etc. by Savannah Quarters.

Susan Eiseman: Does anyone use the Google Board Calendar? All: No. Susan Eiseman: So I will stop posting to it since no one uses it.

Adam Bridges: May I have a **motion** to adjourn? Steve Cannavaro: **Motion** to adjourn. Marcus McBride: Second. Adam Bridges: All in favor? (all) All opposed (none). **Motion** carried.

Meeting Adjourned at 12:52 PM.

Respectfully submitted
Susan Eiseman
Office Manager