

Albany Convention and Visitors Bureau, Inc.
Board of Directors
September 20, 2018
3:00 p.m.
112 N. Front Street, Albany GA 31701

Member Attendance

Name	Term Ends	5/8/18	5/31/18	6.14.18	7.19.18	9.20.18								
Morgan Burnette	6/30/20	Y	Y	Y	Y	Y								
Linda Davis	6/30/19	Y	E	E	E	Y								
Sheri Gordon	6/30/21	Y	Y	Y	E	Y								
Tommy Gregors	6/30/21	Y	Y	Y	Y	Y								
Jim Hendricks	6/30/20	Y	Y	Y	Y	E								
Joel Holmes	6/30/21	Y	Y	Y	Y	Y								
Jaye Lomax	6/30/20	Y	Y	Y	Y	Y								
Billy Mann	6/30/19	Y	E	E	Y	Y								
Bobby McKinney	6/30/19	Y	Y	Y	E	E								
Mike McCoy	n/a													
Sharon Subadan	n/a	Y	Y	Y	Y	Y								
Rashelle Beasley	Staff	Y	Y	Y	Y	Y								
Mary Ligon	Contractor	y	Y	Y	-	-								

Per the bylaws, "If any member of the Board, other than the City Manager or County Administrator, misses two (2) consecutive meetings of the Board, or a total of three (3) meetings of the Board during any fiscal year, he/she is automatically removed from the Board. Such removal will be part of the Board's minutes."

Item	Discussion	Action	Results/Followup
Meeting began at 3:00			
Approval of Minutes	Sheri asked for motion to approve the minutes.	Tommy moved to approve the minutes as submitted; Jay second. Motion carried unanimously	

Financials	Rashelle went over the budget with the board. Tommy suggested the financials show current versus budget year to date.	Tommy moved to approve the financials as submitted requesting the budget YTD be included; Sharon second. Motion carried unanimously	Rashelle will ask Lovick to include current spending versus year to date budget instead of current spending versus annual budget.
501c6 Application Process	In its final stages all the information request by Mauldin and Jenkin has been submitted		Rashelle will follow up with Mauldin and Jenkins to keep the process moving.
Draft operating Policies and Procedures/Employ ee Manual outline	Final draft will be sent to the board.		Board will review for submit additional changes.
Budget	Amended budget was presented		
Wayfinding signage	Rashelle presented Sky Design as an option for starting on wayfinding signage. This company was recommended by several industry leaders. Rashelle shared examples of Chamblee, Decatur, Gwinnett and Duluth. She proposed dates for the presentation, 9/27 or 10/1, or 2.		Rashelle will schedule a lunch meeting for the presentation October 1st. To include the Bruce Maples, Paul Forgey, Charlie Clark, Frank Wilson and Jacque Teemer.
Strategic Priorities	Rashelle presented options for a facilitator which included Bill Geist, from DMO Pros and Judy Randall from Randall Travel Marketing.	Sharon motioned to approval Judy Randall as proposed, Tommy seconded the motion, with no further discussion the motion was approved unanimously.	Rashelle will work with Judy to solidify the data and time.
New Item:			
Amended Budgets	Rashelle reviewed the amended budget explaining each amended budget line items to include payroll and benefits, advertising, and sales opportunities. Budget is coming up short \$7,300, it is requested for us to move this shortage from reserves.	Sharon moved to approve the amended budget increasing the source to include a pass through from reserves to the income of the budget, Tommy seconded the motion with no further discussion the motion was approved unanimously	
Sports Council Update	Rashelle reviewed all the Sports Marketing Council awards and current outstanding approval which will be pending		

	their post event reports. New members will be added to included Josh Small from Civic Center and Albert Ethridge, from Dr. Morgan's office due to his interest in Paul Eames		
Meeting Change	Rashelle requested a meeting date change from November 15 to November 8, 2018 at 3:00PM		
Directors Report	New hire Sandy Gregors as Welcome Center Manager; Governor's Conference was a success, Tyron Spearman from Tifton received Lifetime Achievement Award. New ABY shirts and new mugs. Oct. 10 th 5-7 host a reception for Bobby location TBA, Contest for the Heart of Southwest GA tour, Chalkfest this weekend, reviewed ASU Homecoming events,		
Future Agenda Items	New Board Chair due to Bobby's Departure		Chamber has appointed Tammy McCrary to continue Bobby's term.
Adjournment	Next meeting November 8, 2018 at 10:00AM Meeting adjourned at 3:58pm		

Respectfully submitted by: _____

Date: _____