

**CLAYTON COUNTY TOURISM AUTHORITY
BOARD MEETING
WEDNESDAY, JUNE 10, 2020
136 South Main St.
Jonesboro, GA 30236**

MINUTES

I. CALL TO ORDER:

Chairman Damon T. Williams called the meeting to order at 4:05 p.m.

II. ROLL CALL:

Attendee Name	Title	Status	Arrived
Damon T. Williams	Chairman	Present	
Miyoshi Bourget	Board Member	Present	
Lynda Browning	Board Member	Absent	
Tonya Clarke	Board Member	Present	
Gabe Johnson	Board Member	Present via conference call	
Gina McCombs	Board Member	Present	
Bud Smith	Board Member	Present	

Staff: Tamara Patridge, Executive Director; Julie Bustamante, Finance & Administration Manager

Board Attorney not present: No legal matters for board discussion

III. ADOPTION OF AGENDA

- Motion to approve, Miyoshi Bourget; second, Tonya Clarke. Unanimous approval.

IV. REVIEW AND APPROVAL OF MINUTES

- Minutes from March meeting read and approved. Motion to approve, Damon T. Williams; second, Tonya Clarke. Unanimous approval of March minutes as presented.

V. NEW BUSINESS

A. External Financial Audit for Clayton County Convention & Visitors Bureau*

- Dan Soles of Fulton & Kozak CPAs reported the FY19 audit had been completed. Mr. Soles informed Board members that the CVB was found to be compliant in all areas of finance and administration with no recommendations for improvement.

*Hard copy of the CVB Audit reports and supporting documentation provided to board members and meeting attendees. Filed.

VI. FINANCIAL REPORT*

- Julie Bustamante presented overview of financials for the Tourism Authority and CVB for February/March/April 2020. Motion to approve, Tonya Clark; second, Miyoshi Bourget. Unanimous approval of financial reports as presented.

*Hard copy of financial reports and supporting documentation provided to board members and meeting attendees. Filed.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS (continued)

- A. Executive Director Tamara Patridge presented Tourism Authority proposed FY21 Budget.
 1. Board review and approval of TA FY21 budget. Motion to approve, Tonya Clarke; second, Damon T. Williams. Unanimous approval.
 2. Ms. Patridge provided the Tourism Authority a copy of the Clayton County Convention & Visitors Bureau FY21 budget.
 3. Board members expressed a desire to seek opportunities to diversity the organizations to which they offer financial support. Members expressed interest in exploring new tourism product that would appeal to a diverse visitor market and encourage increased hotel overnight stays to generate hotel/motel tax revenue for the county.
 4. Chairman Williams, with a consensus of the board members, agreed that the \$65,000.00 reserved in General Assistance Fund number 501000 will be held indefinitely until other qualifying organizations in financial need or diverse Tourism product can be identified and assessed, or held in the event of necessary expenses related to the renovation of the Tourism Authority's newly acquired real estate for the required expansion of tourism product development.
 5. Board Member Bourget requested additional information and clarification regarding the Arts Clayton financial reports provided to Board members by Arts Clayton Executive Director Linda Crissey.

IX. EXECUTIVE SESSION*

- A.** Request for Executive Session for review and approval of executive minutes. Motion to move into executive session, Damon T. Williams; second Miyoshi Bourget.
- B.** Review and approval of June executive minutes. Motion to approve, Tonya Clark; second, Miyoshi Bourget. Unanimous approval.
- C.** Motion to adjourn from executive session, Miyoshi Bourget; second, Tonya Clarke. Unanimous approval.
- D.** Motion to re-enter regular board meeting, Gabe Johnson; second, Damon T. Williams. Unanimous approval.

X. ADJOURN

- A.** Motion to adjourn, Tonya Clarke; second Miyoshi Bourget.
- B.** Meeting ended at 6:40 p.m.