

**CLAYTON COUNTY TOURISM AUTHORITY
BOARD MEETING
THURSDAY, MAY 13, 2021**

MINUTES

I. CALL TO ORDER:

Chairman Damon T. Williams called the meeting to order at 4:01 p.m. Beth Bailey conducted the roll call.

II. ROLL CALL:

Attendee Name	Title	Status	Arrived
Damon T. Williams	Chairman	Present	
Miyoshi Bourget	Board Member	Present via Zoom	
Lynda Browning	Vice Chair	Present via Zoom	
Myla Chapman	Board Member	Present via Zoom	
Tonya Clarke	Board Member	Present	
Gabe Johnson	Board Member	Present via Zoom	
Bud Smith	Board Member	Present	

Staff: Tamara Patridge, Executive Director; Beth Bailey, Special Projects Manager

Board Attorney not present: No legal matters for board discussion

III. ADOPTION OF AGENDA/CONSENT AGENDA

CONSENT AGENDA

MINUTES

1. March 2021

FINANCIAL REPORT

1. February 2021/March 2021
 - a. Tourism Authority
 - b. Convention & Visitors Bureau

Motion to approve, Gabe Johnson; second, Lynda Browning. Unanimous approval.

END OF CONSENT AGENDA

IV. OLD BUSINESS

1. Tourism Authority General Assistance Grant

- a. Ms. Patridge shared feedback from potential applicants who expressed a need for additional financial assistance due to setbacks caused by effects of pandemic shutdown. Attractions expressed gratitude to Tourism Authority for offering financial assistance to the community.
 - b. Qualified grant applications will be sent to Board for preliminary review in preparation for discussion, review, and approval in working session prior to the June board meeting.
- 2. FY21 Property Renovations Update**
- a. Security enhancements are complete. Staff offered gratitude to Tourism Authority Board members for making their physical safety a top priority.
 - b. Renovations are active and on-track for a mid-July completion date. Contractors have informed that as walls and flooring are removed, additional structural and safety repairs may be discovered. Ms. Patridge will closely follow and inform board if additional funds are available at end of budget year for necessary repairs.
 - c. Ms. Patridge has consulted with Clayton County IT department to advise on technology setup for public meetings that implement hard wiring for internet connection. Ms. Patridge reported that Wi-Fi is an ongoing problem and unstable because of the design of the building and historic elements such as thick brick and concrete walls. New public space will mandate reliable internet connectivity.

V. NEW BUSINESS

- 1. Visitors Center Update**
 - a. Ms. Patridge reported that the center is receiving an increased number of walk-in visitors as well as group tours. Staff has been managing the increase in visitors while continuing to observe social distancing and sanitizing protocols for health and safety.
- 2. Operations Update**
 - a. Ms. Patridge reported that Finance/HR manager resigned. Ms. Patridge will absorb Human Resource duties and existing senior administrative staff has temporarily assumed all finance operations. Ms. Patridge will begin seeking a replacement for the Finance position in the new fiscal year.
- 3. City of Jonesboro – Broad Street Update**
 - a. Ms. Patridge informed the board that Jonesboro City Manager Ricky Clark reported that the Jonesboro Architectural Design Committee approved plans for Broad Street expansion. Board agreed unanimously for Executive Director Patridge to engage Board attorney once the City's client presents a proposed contract to the Board. Chairman Williams asked Ms. Patridge if contract terms were negotiable. Ms. Patridge advised that Board attorney will serve in an advisory role during negotiations and Board would serve as final approving authority.

VI. PUBLIC COMMENT AND GENERAL DISCUSSION (Each speaker will be allowed a maximum of 3 minutes)

1. Board Member Clarke presented funding opportunity to support Clayton County Public Schools golf tournament in new fiscal year. CCPS will provide data to confirm the event draws visitors who book hotel rooms in Clayton County.

VII. EXECUTIVE SESSION

No matters of real estate, legal, or personnel for discussion.

VIII. MOTION TO ADJOURN

1. Motion made by Tonya Clarke; second, Gabe Johnson
2. Meeting ended at 4:58 p.m.