

**CLAYTON COUNTY TOURISM AUTHORITY
BOARD MEETING
TUESDAY, FEBRUARY 11, 2020, 4:00 p.m.
136 South Main St.
Jonesboro, GA 30236**

MINUTES

I. CALL TO ORDER:

Chairman Damon T. Williams called the meeting to order at 4:02 p.m.

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	
Gina McCombs	Board Member	Present	
Bud Smith	Board Member	Present	

Staff: Tamara Patridge, Executive Director; Julie Bustamante, Finance & Administration Manager; Beth Bailey, Sales & Special Projects Manager; and Valerie Newell, Visitors Center Coordinator.

Board Attorney present by phone: Joseph Colette

II. ADOPTION OF AGENDA

Motion to approve, Gabe Johnson; second, Miyoshi Bourget. Unanimous approval.

III. REVIEW AND APPROVAL OF MINUTES

Minutes from November meeting were read and approved. Motion to approve, Miyoshi Bourget; second, Bud Smith. Request to abstain from voting, Gina McCombs citing absence from meeting. Approved by Miyoshi Bourget, Tonya Clarke, Bud Smith, Gabe Johnson and Damon Williams.

IV. CVB STAFF REPORTS*

1. Beth Bailey presented update on special projects.
2. Valerie Newell presented update on Visitors Center.
3. Tamara Patridge presented Director's update.

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

V. FINANCIAL REPORT*

1. Julie Bustamante presented overview of financials for October, November and December 2019. Motion to approve, Tonya Clarke; second, Damon T. Williams. Unanimous approval of financial reports as presented.

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

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

1. Tour Van Purchase - Motion to approve, Gina McCombs; second, Damon T. Williams. Unanimous approval for Executive Director Patridge to move forward with research and solicitation of bids for tour vans to replace existing 2005 model tour van for safety of visitors/passengers; will present options at March 10, 2020 Tourism Authority Board meeting.

2. Sponsorship/Table purchase for State of Clayton County Address. Motion to approve, Gina McCombs; second, Tonya Clarke. Unanimous approval.

3. Sponsorship/Table purchase for Arts Clayton Arte Gras Event. Board declined to vote for table purchase. Opted for individual ticket purchase upon request. Board members discussed that tickets would be purchased for the board member only, any additional guest ticket purchases would be paid for by the requesting board member. Board members were advised to contact Julie Bustamante for ticket request.

VIII. EXECUTIVE SESSION*

1. Request for Executive Session for Matter of Real Estate. Motion to move into executive session made by Gabe Johnson; second Gina McCombs. Unanimous approval.

2. Motion to adjourn from executive session, Gabe Johnson; second, Gina McCombs. Unanimous approval.

3. Motion to re-enter regular board meeting, Gabe Johnson; second, Gina McCombs. Unanimous approval.

4. Motion to proceed with real estate transaction, Tonya Clarke; second, Gina McCombs. Unanimous approval.

Motion to adjourn, Gabe Johnson; second Gina McCombs.

Meeting ended at 7:52pm.