

Amended Minutes of the March 15, 2012 meeting of the Newnan Convention Center Authority

Members present: Parks Avery, Cathy Sandlin, Theresa Lovett, and Chris Hallman.

Others present: Brad Sears and Clay Hudson, City Attorneys and Carol Moore, Executive Director.

Parks called the meeting to order at 6:31pm in the conference room of City Hall.

Theresa motioned to approve the minutes of the last meeting. Chris seconded and the motion carried.

The authority also approved the attendance of Carol Moore to a workshop.

Theresa and Parks met with Martha Ann Parks and David Boyd Jr. to see a painting he is doing for the entrance of the Centre. It is 7 feet by 7 feet. Martha Ann gave Mr. Boyd the commission.

Carol Moore's Report

Recommendations for Scheduling Guidelines, how we book our business. First to the city and anyone that will fill hotel, motel beds. Second to the county and business meetings. Third to out of county business.

Require rental fee upfront.

Do not have free events. Non-profits will get discounted rates.

Rental fee needs to make financial sense and need leeway to negotiate price.

Chris made a motion to accept the guidelines. Theresa seconded and the motion passed.

The rental fees will be discussed in the future.

Brad Sears report on Alcohol

Ways to deal with alcohol use at the Centre.

List of preferred caterers who provide the alcohol with their license.

Authority will take bids for a company to provide the alcohol at functions.

Looking now at various ways to deal with alcohol usage.

There are State and County liquor ordinances that are changing and may affect our decisions.

We may decide on a single provider.

Discussion of proposed rental rates per room. The chart with proposed prices is included in the guideline package. Need to add an amphitheater fee to the guide.

Theresa motioned to accept the rates. Cathy seconded and the motion carried.

Carol reported that an operations manager needs to be hired. This person will set up and tear down rooms, take care of the building, make repairs and work the AV and video equipment.

Also later hire two part-time assistants to answer phones and assist Carol.

Parks and Carol are working on a benefits package for Carol and may be extended to Board Members if they wish.

Chris motioned that the Authority go to executive session to discuss potential litigation. Theresa seconded and the motion carried unanimously.

Cathy motioned to leave executive session to discuss potential litigation. Theresa seconded and the motion carried unanimously.

Chris motioned to give authority to execute the affidavit that what we talked about in executive session was appropriate and no action was taken. Cathy seconded and the motion carried unanimously. Attached is scanned Affidavit.

Cathy motioned to adjourn. Theresa seconded and the motion carried.

Parks adjourned the meeting at 7:35 pm.

Next meeting is April 19, 2012 at 6:30 pm in the conference room of City Hall.

Respectfully submitted

Cathy Sandlin