

**CLAYTON COUNTY TOURISM AUTHORITY
BOARD MEETING
THURSDAY, FEBRUARY 11, 2021**

MINUTES

I. CALL TO ORDER:

Chairman Damon T. Williams called the meeting to order at 4:21 p.m. Julie Bustamante 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 | Board Member | Present via Zoom | |
| Tonya Clarke | Board Member | Present via Zoom | |
| Gabe Johnson | Board Member | Present via Zoom | |
| Bud Smith | Board Member | Present | |

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

Board Attorney not present: No legal matters for board discussion

III. ADOPTION OF AGENDA

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

IV. REVIEW AND APPROVAL OF MINUTES

- Minutes from February meeting read and approved. Motion to approve, Miyoshi Bourget; second, Lynda Browning. Unanimous approval of February minutes as presented.
- Board unanimously approved minutes to be emailed in advance for review and added to consent agenda beginning with March 2021 meeting.

CONSENT AGENDA

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

V. FINANCIAL REPORT

1. October/November/December 2020
 - a. Tourism Authority
 - b. Convention & Visitors Bureau

END OF CONSENT AGENDA

VI. PRESENTATION

1. Mr. Jean-Pierre Bourget presented an historical account of Clayton County from establishment to present day. Chairman Williams thanked Mr. Bourget. Chairman Williams requested that a copy of the presentation be emailed to the Board. Member Bourget will ask Mr. Bourget for permission to distribute to board members.

VI. OLD BUSINESS

1. Tourism Authority General Assistance Grant Process Development Working Session results
 - a. Board agreed to move forward with grant process guidelines and application with edits discussed in working session. Ms. Patridge will move forward with making edits and will research and provide industry standard definition of “good standing” as well as narrative description for grant review criteria. Ms. Patridge will develop criteria statements and checklist to assist board members in evaluation of grant applications. Board will review edits and additions at regular March meeting and consider approval of April grant application opening date.

VII. NEW BUSINESS

1. Vice Chair Discussion
 - a. Chairman Williams requested a Vice Chair to serve as a backup in his absence. Member Bud Smith publicly nominated Member Lynda Browning. Member Bourget made a second to the nomination. Unanimous approval for Member Lynda Browning to serve as Vice Chair.

VIII. PUBLIC COMMENT (Each speaker will be allowed a maximum of 3 minutes)

No members of public present.

IX. EXECUTIVE SESSION

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

X. MOTION TO ADJOURN

1. Motion made by Lynda Browning; second, Myoshi Bourget.
2. Meeting ended at 5:30 p.m.