



**Minutes from the
Regular Business Meeting
of the STAT Board of Directors
February 18th, 2019 – Snellville City Hall**

Board Members Present: Don Britt, President, Presiding; Kathy Emanuel, Secretary; Jamey Toney, Treasurer; Alice Snipes, Regina Hart, Kurt Schulz, and Emerson Kyle. Billy Franklin, Vice President was absent

Other Attendees: Kelly McAloon, STAT Executive Director; Marcy Pharris, Gretchen Schulz, Marilyn Swinney

- 1.0 Determination of a Quorum:** Don Britt called the meeting to order at 6:00 pm. Established that a quorum was present.
- 2.0 Approval of Minutes for the January 26th Board of Directors Meeting & Retreat:** . Motion to approve minutes made by Kurt Schulz, seconded by Regina Hart. Motion to approve passed unanimously.
- 3.0 Treasurer's Report:** Jamey reported that we are still owed approximately \$48,000 from the city. We are working to get the funds from the city on a more regular schedule. We have some receivables that really need to be written off. Don requested that we get a statement before the next meeting of older past due accounts so we can make some decisions.

Don requested a motion to move 4.2 old business up in the agenda so Eric Van Otteren could leave. Motion made Kathy Emanuel, seconded by Jamey Toney, motion passed unanimously.

- 4.2 Business Development Communications Program Intern - Eric Van Otteren/Don/Kelly:** Eric reported that the idea is coming from the joint planning meeting. The DDA was looking at 1) They were looking at one of their goals to assist with business outreach and 2) to partner with other organizations (including Commerce Club) for business programming. Identified common goals. Looking to hire an intern from the UGA program. UGA will match one-half of the funding for the intern. Eric interviewed three individuals from this program. Recommended one individual. Cost of the intern would be \$1,080.00. That would include 20 hours per week until the beginning of May. Discussion on ways to utilize her. Jamey Toney made a motion that we hire the intern to work for STAT. Seconded by Kathy Emanuel. Motion passed unanimously.

4.0 Old Business

4.1 Committee Reports:

Community Garden: Applications are out for the 2019 season. Already have a large number of gardeners returning.

Farmers' Market: Work on Summer season begun. Have around 28 vendors have already applied.

Editorial: Kelly reported magazine will be in homes around April 14th.

Commerce Club: March 5th meeting will be at the Hampton Inn because of the city elections. Will be published in newsletter. Business After Hours event there was very successful.

Events: Kelly reported 1st event is Food Truck Friday followed by the Beach Blast and the concert. Tentatively 5/25 will be Head Games, a Foreigner tribute, July a Bon Jovi Tribute band, in July the Eagles will be coming back and hopefully in September a Billy Joel tribute.

- 4.2 Business Development Communications Program Intern - Eric Van Otteren/Don/Kelly:** Moved up in the agenda.

- 4.3 ROW Signage Update – Billy Franklin:** Billy not here.

- 4.4 Ornament Update:** Kathy showed graphics for the ornament design. Kelly getting Rick's approval to use his photo as a courtesy.

- 4.5 Bylaw Revision for Review:** Next revision presented. Kurt mentioned adopting the city's Code of Conduct. Discussion on whether that belonged in the bylaws or should be part of the application process. Kurt was charged with getting a copy of the city's code for discussion at the next meeting. Discussion and consensus of 3.3 to change meetings to three times a year. Don mentioned he felt it would be a good practice to have a copy of our financial report at every meeting in case anyone wished to see it. Discussion on 4.7 Removal of Director. Discussion to change 4.7 (1) c) from seven of eight to 75% of the remaining board members. Don suggested everyone give this some thought before the next meeting.

- 4.6 Development of the Snellville Story Update:** Kathy reported she had a meeting with Eric. Eric wants two to three sentences to sum up the "Snellville Story". Kathy planning to meet with a lot of organizations to collect ideas and report back.

Don suggested hiring someone to help us with our "re-branding". Discussion on ExploreSnellville or perhaps Experience Snellville. We own both domains. Kelly reported we were not included in the Explore Georgia magazine for this year. Everyone very annoyed that we were missed. Don feels we need to make our displeasure known.

- 4.7 Day Labor Discussion:** Kelly reported that Will from Public Works is concerned that after he pays \$600 for liability insurance that the \$25/hr. would not be worth his time. Kelly contacted Mark who felt that might be a little high. Extensive discussion of paying \$300 toward his liability. Consensus was Kelly would go back to Will and make the best deal possible.

4.8 Outline of Duties and Salary Range for Administrative Assistant: Kelly presented a Outline of Duties. Discussion of duties with events and Farmers' Market. Discussion of salaries. Decision to rework job description.

5.0 New Business

6.0 President's Report

7.0 Adjournment: Motion to adjourn made by Kurt Schulz, seconded by Alice Snipes. Motion to approve passed unanimously.

Don Britt, President.

Kathy Emanuel, Secretary