

**Minutes from the
Regular Business Meeting
of the STAT Board of Directors**

November 11th, 2023 – Snellville City Hall (2nd floor) – 6:00 pm

Board Members: Don Britt, President, Presiding; Kurt Schulz, Vice President; Stephanie McDonald, Treasurer; Liz Jackson; Alice Snipes; and Melvin Everson. Absent: Kathy Emanuel and Jared Eakins
Other Attendees: Kelly McAloon, STAT Executive Director; Jessica Manis, STAT Administrative Assistant; Gretchen Schulz, and Snellville City Councilperson.

- 1.0 Determination of a Quorum:** President Don Britt called the meeting to order. And established that a quorum was present.
- 2.0 Approval of Minutes – October 16th Board of Directors Meeting Minutes and November 7th Annual General Membership Meeting Minutes:** A motion to approve the October 16th Board of Directors Meeting Minutes and the November 7th Annual General Membership Meeting was made by Kurt Schulz, seconded by Stephanie McDonald. Motion passed unanimously.
- 3.0 Treasurer’s Report:** Treasurer Stephanie McDonald reported the following balances: The STAT payroll account balance is \$25,178.04, the Snellville Farmers’ Market balance is \$25,523.96, the Community Garden balance is \$22,982.719, the STAT main account balance is \$164,503.93 and the STAT savings account balance is \$17,462.96.
- 4.0 Marketing:** Kelly reported that she signed with Clear Channel for one billboard on north bound Highway 124. It was a special promotion. Working with them on some other things regarding the hotels and parks. Bought a full page ad in Explore Georgia. A similar ad will be in the Gwinnett Guide. Winter magazine out and in visitors centers.
- 5.0 Old Business:**
 - 5.1 Committee Reports:**
 - A) Community Garden:** Garden not busy this time of year. Getting ready to do some work on beds and stuff.
 - B) Farmers’ Market:** Going well. Vendors down slightly at last one due to competition with another market but customer attendance was busy.
 - C) Editorial/Spirit Magazine:** Printed 26,500 of the winter edition which is out now and well received. Working on next issue. Photo session for board for cover of the December issue of Our Town magazine is Wednesday, November 29th at 3:00 pm at City Hall.
 - D) Commerce Club:** Kelly reported that the next meeting will be on the 5th at Fratelli’s (voting is at city hall). We will be doing the gift swap. Emmett Clower requested that we have one meeting at Snellville United Methodist Church.

Scheduled the STAT Board Retreat for Saturday January 20th at 9:00 am at City Hall.

 - E) Events:** Christmas Tree Lighting is Saturday. We have 21 dancing horses coming from the Mexican group at Kelly’s church for the parade. Asked for volunteers to make smore packages tomorrow night. Will be setting up on the Greene on Friday.
- 6.0 Accent Creative – ES Questionnaire:** Kelly disappointed in responses. Requested more responses before the 4th. Kelly reported that the Farmers’ Market will be staying with Stephen for marketing. Kathy has done the website for the Community Garden, so that will have to be a conversation as to where that will go. STAT will go short term with Stephen until we are ready to go full time with AC. Hopefully around May.
- 7.0 Mobile Visitor Center:** Keeping on agenda. Will have presentation on it at the Retreat.
- 8.0 Volunteer Hours:** Send December volunteer hours to Alice. Will decide who will take this over at the Retreat.

9.0 New Business: none

9.1 Intern Update: Liz reported that Kelly and she had met with the director of the program at Gwinnett Tech. It is a paid internship of 10 hours a week for 15 weeks. Salary range is \$10 to \$15 per hour. Has several interns in mind and discussed what they would do. They also have an 8 week summer program and another 15 week program in the fall. No insurance would be required. They both felt it would be a good connection. Liz outlined the steps to participate. The next term starts January 8th. Kelly reiterated that we want it to be a good experience for the student as well as us. She checked with the lawyer for any potential problems. The intern is required to have a physical address and Kelly has emailed Matt for permission to use one of the offices at city hall. Also checked into Thrive. Extensive discussion on hiring the intern ensued. Liz Jackson made the motion to proceed with doing an student internship for the next term with Gwinnett Tech in the amount of \$15.00 per hour. Seconded by Melvin Everson Passed unanimously. Kelly pointed out that this would be dependent on getting approval from legal and finding a physical work space.

10.0 President's Report: none

11.0 Adjournment: President Don Britt stated we need to have a Executive session to discuss employee compensation and structure, requested a motion to adjourn. Motion made by Melvin Everson to adjourn, seconded by Liz Jackson. Motion passed unanimously.

Don Britt, President

Kathy Emanuel, Secretary