

**MINUTES
GWCCA PERSONNEL COMMITTEE MEETING**

August 25, 2015

10:30 a.m.

GWCC Sales & Event Services Board Room

Committee Members Present:

Steve Adams
David Allman
Glenn Hicks, Chair
Lee Hunter, Ex-Officio
Bill Rice
Bill Russell

GWCCA Staff Present:

Carl Adkins
Dale Aiken
Kevin Duvall
Jennifer LeMaster
Frank Poe
Joe Skopitz
Sherrie Spinks
Mark Zimmerman

Committee Members Absent:

None

Chair Hicks called the GWCCA Personnel Committee meeting to order at 10:35 a.m. and asked for a motion to approve the August 12, 2014 meeting minutes.

A motion to approve the August 12, 2014 GWCCA Personnel Committee meeting minutes as presented was made by David Allman, seconded by Steve Adams and unanimously approved.

Today is the annual review the Authority's financial position. Electronic copies of the FY15 facility year-end performance and financial reports were sent to Committee members prior to today's meeting for review. The Committee will be asked to take action on the proposed 3% merit pool, which is in the FY16 budget. A Committee report will be presented to the full Board at the August 25 Board meeting.

Authority Consolidated Financials:

In FY15 the Authority budgeted \$132,472,320 in total revenue. Actual revenue of \$141,328,420 was 7.14% better than forecast. FY15 actual expenditures were \$113,879,746 against a budget of \$110,466,265 or 3.09% over budget. Net profit before depreciation was \$28,048,674 against a budget of \$22,006,055, which is a positive variance of \$6,042,619 or 27.46% above forecast.

FACILITY YEAR-END PERFORMANCE REPORTS

Campus-wide Year-End Highlights include:

- NSP: All contracts finalized;
Team has sold \$12M+ PSL's; and
Started processing requests to fund construction costs through City of Atlanta/Invest Atlanta bond proceeds
- Hotel Development: RFQ/RFP issued
- Paycom: New Payroll/HR system implemented
- OPEB: Established Trust Fund - \$3.7M current balance
- Campus training hours = 7,560
- Expanded IT connectivity to Marshalling Yard, Yellow Lot, Omni Hotel, Philips Arena, and College Football Hall of Fame.

GWCC Year-End Highlights include:

- \$2,657,716 net operating profit
- 218 events hosting 952,246 attendees included the following:
 - 2 Microsoft events
 - International Woodworking Fair (IWF)
 - FABTECH
 - American Society for Industrial Security (ASIS)
 - International Society for Technology in Education (ITES)
 - AUVI's Unmanned systems 2015
 - National Black MBA Conference and Exposition
- Exhibit Hall occupancy reached 51%.
- College Football Hall of Fame opened.
- Junior Achievement & Chick-fil-A Discovery Center hosted 30K students.
- \$6.6M on Capital Projects

Georgia Dome Year-End Highlights include:

- Net profit of \$25.4M before depreciation - \$3.6M better than budget
- 79 events (40 public/39 private) – Total of 193 licensed use days
- 1.5M guests served
- Successfully hosted 3 of the biggest concert tours in the World
 - Jayz/Beyonce
 - One Direction
 - Kenny Chesney
- Hosted 34 football games (NFL, College, High School)
- NFL's surprise audit of the Dome's security best practices ranked the Dome at the highest level possible for NFL stadiums
- Worked with Falcons to establish "post-Dome" path for all but 2 full-time staff

Centennial Olympic Park Year-End Highlights include:

- Successful MGX (Microsoft) corporate reception for 9K, featured concert by Lady Gaga, and netted over \$628K F&B revenue
- World Cup Championship match live viewing party
- Sold out, 3-night, 60K person Outkast #ATLast concert
- Booked Foo fighters for October 2015
- Hosted 12 charity walks, from 500-15K attendees
- Over \$80K net profit from Googie Burger
- *Sea the Unseen* public art show in the Park for 53 days

This concluded the facility performance reports.

MERIT INCREASE

The FY16 Budget, which was approved by the Board in May, shows a net profit for all three facilities and includes a 3% based merit pool. Each employee is rated on their individual performance to determine their merit increase percentage. The entire staff performed at optimum levels during FY15 and therefore, staff recommends the Committee approve recommending implementation of the merit pool to the full Board at the August 25, 2015 Board meeting for approval.

Chair Hicks noted the entire team has done an excellent job to increase revenue through new sources and keep expenses at a minimum. At this time (10:45 a.m.), Chair Hicks called for a motion to move into Executive Session to discuss personnel/compensation issues after which time staff was excused from the meeting for Committee deliberations.

A motion to move into Executive Session for the purpose of discussing and deliberating upon the employment, compensation, and periodic evaluation and rating of a public officer or employee under O.C.G.A. 50-14-3(b)(2) was made by Bill Russell, seconded by Bill Rice, and unanimously approved.

The regular GWCCA Personnel Committee meeting reconvened at 11:00 a.m. at which time Mr. Poe and Ms. Aiken returned to the meeting. The Committee evaluated Mr. Poe and the entire team's FY15 performance and determined that under Paragraph 7(b) of the Executive Director's Agreement and under the criteria identified by the Personnel Committee and communicated to the Executive Director in advance of the evaluation period, the Committee would recommend to the Board that the Executive Director should receive an Annual Performance-Based Compensation for his evaluation period ending June 30, 2015. The Committee also determined that it would recommend to the Board that the Executive Director should receive a 3.0% increase in his base salary effective July 1, 2015. Pargen Robertson, In-House Legal Counsel, will draft an amendment to the Executive Director's original contract to reflect the increase in his base salary.

Mr. Poe thanked the Committee.

At this time Chair Hicks asked for a motion to approve recommending the budgeted 3% based merit pool, to increase Executive Director's base salary, and to pay the Executive Director his FY15 Annual Performance Based compensation to the full Board at the August 26, 2014 Board meeting for action.

A motion to recommend approving 1) Implementation of the budgeted 3% merit based pool; 2) Increasing Executive Director's annual base salary by 3%; and 3) Paying the Executive Director 100% of his eligible Annual Performance Based Compensation for FY15 was made by Bill Rice, seconded by Steve Adams and unanimously approved.

With no further business to discuss the meeting adjourned at 11:10 a.m.

Respectfully submitted:

Approved:

Dale Aiken, Assistant Secretary

Glenn Hicks, Chair