

**MINUTES**  
**GEORGIA WORLD CONGRESS CENTER AUTHORITY**  
**BOARD OF GOVERNORS MEETING**  
**AUTHORITY BOARD ROOM**  
**MARCH 27, 2018**  
**12:30 p.m.**

The following ten out of fifteen Board members were present:

David Allen  
Brian Daniel  
Phil Gingrey  
Glenn Hicks  
Bill Jones  
Andrew MacCartney

Bill Rice  
Brian Robinson  
Bill Russell, Vice-Chair  
Doug Tollett

Vice-Chair Russell called the meeting to order at 12:33 p.m.

*A motion to approve the February 27, 2018, meeting minutes was made by Andrew MacCartney, seconded by Glenn Hicks, and unanimously approved.*

**JANUARY FINANCIAL REPORTS**

Vice-Chair Russell called on Janet Arsenault for the review of the February 2018 financial reports.

**RESOLUTION – HOTEL DEVELOPMENT AGREEMENT WITH DREW COMPANY, INC.**

*A motion was made by Doug Tollett, seconded by Glenn Hicks, and unanimously approved to authorize the Executive Director to execute a Development Agreement with Drew Company, Inc. and to execute an Agreement for the remaining Due Diligence and Conceptual Design Services.*

**SALES UPDATE**

Damon Bell, Sr. Director of Convention Sales, provided the Board with an overview of the Sales FY18 successes and forecast of future business projections.

**SURVEY TOOL/RESULTS**

Mark Koeninger, Director of Business Intelligence and Process Improvement, present the Board with a comprehensive overview of the Qualtrics Software and the results gained from utilizing the survey data collected.

**PROJECT UPDATE (CARPET DESIGN AND SCHEDULE)**

Jeff Oden, GWCC Director of Project and Program Management, along with Danielle Trost, of TVS Design and Bobby Moore of Shaw Contract provided the Board an extensive overview and update of the Carpet Design project.

**OPERATING REPORT**

Adam Straight, GWCC Sr. Director of Campus Operations, gave a brief update on the Quality Operating Standards (QOS) currently utilized by Campus Operations as well as those being implemented.

The next meeting is Tuesday, April 24, 2018.

***With no further business to discuss, a motion to adjourn was made by Glenn Hicks, seconded by Brian Robinson, and unanimously approved.***

RESPECTFULLY SUBMITTED:

APPROVED:

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DEBORAH WADDY  
ASSISTANT SECRETARY

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BRIAN DANIEL  
SECRETARY