

**MINUTES
GWCCA PERSONNEL COMMITTEE MEETING**

August 12, 2014

10:30 a.m.

GWCC Sales & Event Services Board Room

Committee Members Present:

Steve Adams
Glenn Hicks, Chair
Tim Lowe, Ex-Officio
Bill Rice

GWCCA Staff Present:

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

Committee Members Absent:

David Allman
Lee Hunter

Chair Hicks called the GWCCA Personnel Committee meeting to order at 10:38 a.m. and asked for a motion to approve the August 14, 2013 meeting minutes.

A motion to approve the August 14, 2013 GWCCA Personnel Committee meeting minutes as presented was made by Bill Rice, seconded by Steve Adams and unanimously approved.

Today is the annual review the Authority's financial position. Electronic copies of the FY14 facility 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 FY15 budget. A Committee report will be presented to the full Board at the August 26 Board meeting.

Authority Consolidated Financials:

In FY14 the Authority budgeted \$128,507,486 in total revenue. Actual revenue of \$135,137,575 was 5.16% better than forecast due to H/M Tax and Club Seat/Suites advertising revenue. FY14 actual expenditures were \$113,443,929 against a budget of \$106,453,638 or 6.57% over budget due to costs related to Falcons ticket sales and commission contribution payment. Net profit before depreciation was \$21,693,645 against a budget of \$22,053,848, which is a negative variance of \$360,203 or 1.63% below forecast.

FACILITY YEAR-END PERFORMANCE REPORTS

Campus-wide Year-End Highlights include:

- NSP - Land purchases and construction begins
- Savannah International Trade & Convention Center management
- Campus Visioning and Hotel Development
- Implemented new Ungerboeck integrated event management system
- Georgia Lottery – installed kiosk and receive advertising revenue
- Received Commissioner's Award for State Charitable Contributions and Gateway Center Gatekeeper Award
- Campus training hours = 7,672

GWCC Year-End Highlights include:

- \$619K profit
- 239 events hosting 862K attendees
- Exhibit Hall occupancy reached 52%.
- Signed College Football Hall of Fame \$250K five-year Brokerage Agreement.
- Junior Achievement & Chick-fil-A Discovery Center hosted 30K students and generated \$160K in F&B revenue.
- \$5.9M on Capital Projects
- CCLD wireless network upgrade totaling \$2M installed.

Georgia Dome Year-End Highlights include:

- Net profit of \$21.1M before depreciation - \$630K better than budget
- 78 events (37 public/41 private) – Total of 170 licensed use days
- 3 high profile soccer matches
- \$66K net profit on “at-risk” Kenny Chesney concert
- Awarded International Association of Venue Managers’ “Facility of Excellence” Award for all US Stadiums
- NFL’s surprise audit of the Dome’s security best practices ranked the Dome at the highest level possible

Centennial Olympic Park Year-End Highlights include:

- Sold out Mumford & Sons concert (22.5K attendees) and third year of Party in the Park
- One full year of dedicated sales person on staff
- Signed a new 5-year agreement with SweetWater 420Fest
- Welcomed new neighbor/attraction, the National Center for Civil and Human Rights
- Over \$40K in net profits from Googie Burger

This concluded the facility performance reports.

MERIT INCREASE

The FY15 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 FY14 and therefore, staff recommends the Committee approve recommending implementation of the merit pool to the full board at the August 26, 2014 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 (10:54 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 personnel discussion was made by Steve Adams, seconded by Bill Rice, and unanimously approved.

The regular GWCCA Personnel Committee meeting reconvened at 11:00 a.m. at which time Mr. Poe, Mr. Duvall, and Ms. Aiken, returned to the meeting. The Committee evaluated Mr. Poe and the entire team’s FY14 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 Mr. Poe in advance of the evaluation period, the Committee would recommend to the Board that Mr. Poe should receive an Annual Performance-Based Compensation for his most recent evaluation period. The Committee also determined that it would recommend to the Board that Mr. Poe should receive a 5.77% increase in his base salary effective July 1, 2014. Pargen Robertson, In-House Legal Counsel, will draft an amendment to Mr. Poe'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 the full Board at the August 26, 2014 Board meeting for action.

A motion to recommend approving implementation of the budgeted 3% based merit pool was made by Bill Rice, seconded by Steve Adams and unanimously approved.

With no further business to discuss the meeting adjourned at 11:05 a.m.

Respectfully submitted:

Approved:

Dale Aiken, Assistant Secretary

Glenn Hicks, Chair