



**CITY OF KINGSLAND, GEORGIA
KINGSLAND AREA CONVENTION & VISITORS
BUREAU AUTHORITY
AGENDA • APRIL 9, 2025
MINUTES**

**Regular
Meeting**

**Kingsland Welcome Center
PB Box 250, Kingsland, GA 31548**

8:00 AM

I. CALL TO ORDER & WELCOME

The meeting was called to order at 8:05 AM by Chairperson Yadav. Staff members present were Tonya Harvey, Sarah Beard and Jessica Herrin.

II. AGENDA AMENDMENTS & AGENDA APPROVAL

Chairman Yadav presented the agenda with no amendments. A motion was made to approve the agenda as presented by Whitfield; seconded by Dixon. Motion carried unanimously.

III. APPROVE MINUTES

A. Minutes from August 2024

Minutes from the August 2024 meeting were presented. Motion to approve the minutes as presented was made by Dixon; seconded by Whitfield. Motion carried unanimously.

IV. FINANCIAL SUMMARY REPORT

Harvey reviewed the FY 24/25 Financial Summary through February 2025 and notated we are 42% into the budget year. No further action required at this time.

V. OLD BUSINESS

A. Budget FY2024/2025

Harvey notified the board that they had reviewed and approved the Budget for FY 24/25 at the August 2024 board meeting. No further action required at this time.

VI. NEW BUSINESS

A. Election of Officers

A discussion was held about electing officers for FY 24/25. Dixon made a suggestion to wait until our next board meeting to elect a slate, due to 2 board members being absent. Vote will be tabled until June 2025. No further action required at this time.

B. 2025 Authority Meeting Schedule

Harvey went over the meeting schedule for 2025 and asked if there would be any conflicts. There were no conflicts with the present board members. No further action

required at this time.

C. GIRMA Certificate of Coverage & Georgia DCA Authority Registration

Harvey reviewed the insurance coverage provided by the City of Kingsland to the KCVB board. She also went over the DCA Registration. No further action required at this time.

D. Annual Audit Information

Harvey read over the audit information provided by Finance Director, Filiz Morrow. No further action required at this time.

E. Ember's Agency Contract Vote

Harvey stated due to the Finance policy, they require a vote to be taken for this marketing contract with Ember's Agency. A motion was made by Whitfield to accept the Ember's Agency contract as present; seconded by Dixon. Motion carried unanimously.

F. Camden County MOU for Tourism Professional Services Vote

Harvey reviewed the Camden County MOU for Tourism Professional Services with the board. A motion was made by Dixon to accept the Camden County MOU for Tourism Professional Services as presented; seconded by Whitfield. Motion carried unanimously.

G. Mid-Year Revisions

Harvey notified the board that she will begin Mid-Year Revisions shortly. No further action required at this time.

VII. MISCELLANEOUS DISCUSSION AND/OR ANNOUNCEMENTS

Harvey reviewed the Board Report from July 2024 - February 2025, as well as, the Hotel Motel taxes. No further action required at this time.

A. Next Regularly Scheduled Meeting 06/11/2025

The next KCVB meeting will be held on Wednesday, June 11, 2025 at 8:00 AM.

VIII. ADJOURN

A motion was made by Dixon to adjourn at 8:30 AM; seconded by Whitfield. Motion carried unanimously.