CITY OF KINGSLAND, GEORGIA

KINGSLAND AREA CONVENTION & VISITORS BUREAU AUTHORITY

MINUTES ● FEBRUARY 10, 2022

Regular Meeting	Kingsland Welcome Center	9:00 AM
	PO Box 250, Kingsland, GA 31548	

I. CALL TO ORDER & WELCOME

The meeting was called to order at 9:01 AM by Chairman Yadav. Staff members present were Tonya Harvey, Janelle Kjensmo and Sarah Beard.

C.B. Yadav	Chairperson
Kathy Dixon	Vice Chairperson
Alison Shores	Treasurer/Secretary
Justin Whitfield	Board Member
Darshana Patel	Board Member

II. AGENDA AMENDMENTS & AGENDA APPROVAL

No agenda amendments.

1. Approval of Agenda -

A motion was made to approve the agenda by Shores; seconded by Dixon. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Alison Shores, Treasurer/Secretary
SECONDER:	Kathy Dixon, Vice Chairperson
AYES:	Yadav, Dixon, Shores, Whitfield, Patel

III. APPROVAL OF MINUTES FROM DECEMBER 2021

Minutes from the December 8, 2021 meeting were presented.

1. Approval of Minutes -

Motion to approve the minutes was made by Shores; seconded by Whitfield. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Alison Shores, Treasurer/Secretary
SECONDER:	Justin Whitfield, Board Member
AYES:	Yadav, Dixon, Shores, Whitfield, Patel

IV. FINANCIAL SUMMARY REPORT

Harvey reviewed the FY21/22 Financial Summary report with the Authority Board noting that we are 17% into the FY 21/22 Budget.

1. Motion to approve Financial Summary Report -

A motion to approve the financials as presented was made by Shores; seconded by Patel. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Alison Shores, Treasurer/Secretary
SECONDER:	Darshana Patel, Board Member
AYES:	Yadav, Dixon, Shores, Whitfield, Patel

V. OLD BUSINESS

A. 2022 Authority Meeting Schedule

Harvey reviewed possible times to hold the bi-monthly board meetings.

1. Motion to approve the 2022 KCVB Authority Meeting Schedule -

Whitfield made a motion for 8 AM be the designated time moving forward; seconded by Shores. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Justin Whitfield, Board Member
SECONDER:	Alison Shores, Treasurer/Secretary
AYES:	Yadav, Dixon, Shores, Whitfield, Patel

B. CCBOC Contract for Tourism Promotional Services

The County has still not approved the contract. Harvey has requested an update but has not received one. No action needed at this time.

C. Minority Business Development & Heritage Tourism Project

Harvey provided an update on this pending project. No action needed at this time.

VI. NEW BUSINESS

A. Election of Officers

(2021 - CB Yadav, Chair; Katherine Dixon, Vice-Chair; Alison Shores, Secretary/Treasurer)
Bylaws: Section 2 -- Officers
The Board shall elect a chairman, vice chair, and secretary-treasurer from its membership. Officers shall be elected on a calendar year basis but may be reelected for succeeding terms. The chairman shall be entitled to vote on all issues. Vacancy of office shall be filled by nomination and election by the Board of the next regularly scheduled Board Meeting following the resignation of said officer.
The Board may assign the Executive director responsibility, or designate a responsible employee of the Bureau, for the recording of votes and the preparing and keeping of the written minutes of all Board meetings. The Executive director may give, or cause to be given, notice of all meetings as provided for by these By-Laws, and may perform such duties incident to the office of Secretary at direction of the Board.

1. Motion to Elect Officers -

A motion was made by Whitfield to continue with the same set of officers as last year, which is as follows: Chairman: CB Yadav, Vice Chair: Kathy Dixon, Secretary/Treasurer: Alison Shores; seconded by Shores. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Justin Whitfield, Board Member
SECONDER:	Alison Shores, Treasurer/Secretary
AYES:	Yadav, Dixon, Shores, Whitfield, Patel

VII. MISCELLANEOUS DISCUSSION AND/OR ANNOUNCEMENTS

A. Next scheduled meeting April 14, 2022

B. BID (Business Improvement District)

Whitfield requested to Harvey about improving the Exit 3 area, such as the overpass and also the Millhouse & Dick's Wings properties. Harvey told the board that a BID (Business Improvement District) could be created along Highway 40 property owners. 51% of property owners in the district or 51% of the land value would have to agree to create this BID. If created, the BID could focus on improving infrastructure, signage, landscaping, etc. The board was very receptive of this and asked Harvey to come up with a basic facts sheet and Shores asked about the Chamber helping with this project. No other action at this time.

VIII. ADJOURN

1. Motion to Adjourn -

The meeting was adjourned at 9:21 AM. Motion to adjourn was made by Shores; seconded by Whitfield. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Alison Shores, Treasurer/Secretary
SECONDER:	Justin Whitfield, Board Member
AYES:	Yadav, Dixon, Shores, Whitfield, Patel