CITY OF KINGSLAND, GEORGIA

KINGSLAND AREA CONVENTION & VISITORS BUREAU AUTHORITY

MINUTES ● APRIL 14, 2022

Regular Meeting	Kingsland Welcome Center	8:00 AM
	PO Box 250, Kingsland, GA 31548	

I. CALL TO ORDER & WELCOME

The meeting was called to order at 8:00 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	(Absent)

II. AGENDA AMENDMENTS & AGENDA APPROVAL

No agenda amendments.

1. Motion to Approve Agenda -

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

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Justin Whitfield, Board Member
SECONDER:	Kathy Dixon, Vice Chairperson
AYES:	Yadav, Dixon, Shores, Whitfield
ABSENT:	Patel

III. APPROVAL OF MINUTES FROM FEBRUARY 2022

Minutes from the February 10, 2022 meeting were presented.

1. Motion to Approve February 2022 Minutes -

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

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathy Dixon, Vice Chairperson
SECONDER:	Justin Whitfield, Board Member
AYES:	Yadav, Dixon, Shores, Whitfield
ABSENT:	Patel

IV. FINANCIAL SUMMARY REPORT

Harvey reviewed the FY21/22 Financial Summary report with the Authority Board noting that we are 42% into the FY21/22 Budget.

V. OLD BUSINESS

A. CCBOC Contract for Tourism Promotional Services

The County has approved & signed the contract and the 1st and 2nd quarter checks have been deposited. Harvey will add the County HMT money into the Mid-Year Revisions and it will be spent accordingly.

B. Exit 3 Business Improvement District

Harvey provided an update that the City is still in discussions with this project. Currently, pulling maps & deciding where the area would be placed. No other action needed at this time.

VI. NEW BUSINESS

A. FY 2022 Mid-Year Budget Revision

Harvey reviewed the 2022 Mid-Year Budget revisions with the board.

1. Motion to Approve Mid-Year Revisions -

A motion was made by Dixon to approve the Mid-Year revisions as discussed; seconded by Whitfield. Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathy Dixon, Vice Chairperson
SECONDER:	Justin Whitfield, Board Member
AYES:	Yadav, Dixon, Shores, Whitfield
ABSENT:	Patel

B. 2022 Authority Meeting Schedule

1. Motion to Adjust Meeting Schedule -

A motion was made by Shores to move the KCVB Board Authority meetings to the 2nd Wednesdays, bi-monthly at 8 AM; seconded by Whitfield.

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

VII. MISCELLANEOUS DISCUSSION AND/OR ANNOUNCEMENTS

A. 3-Year Comparison of HMT & Arrivalist Data

The board reviewed the 3-Year comparison of the Kingsland Hotel Motel Tax, as well as, reviewed visitor data from Arrivalist. Harvey stated we will be changing some of the Points of Interest in the Arrivalist data.

B. Next regularly scheduled meeting June 8, 2022 at 8 AM

VIII. ADJOURN

The meeting was adjourned at 8:30 AM.

1. Motion to Adjourn Meeting -

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