
The regular meeting of the Newnan Convention Center Authority was held on Thursday, May 15, 2025, at 6:30 p.m. at the Newnan Centre, Newnan, Georgia with Chairman Parks Avery, Jr. presiding.

CALL TO ORDER

Chairman Avery called the meeting to order.

PRESENT

Authority Members present: Chairman Parks Avery, Jr.; Vice-Chairman Michael Colpoys; Treasurer Teresa Lovett; Member Krista Frost; and Member Jennifer Morrison.

Also present were: Newnan Centre Executive Director Peyton Shelnett; Newnan Centre Sales & Events Manager Kaitlyn Bartlett; Newnan Centre Operations Manager Stewart Johnston; Newnan Centre Assistant Operations Manager Adam Cheek; and City Attorney Brad Sears.

SWEARING IN OF JENNIFER MORRISON

Attorney Sears swore in new Board member Jennifer Morrison for a three-year term.

MINUTES - REGULAR AUTHORITY MEETING - February 20, 2025

Motion made by Member Frost and seconded by Treasurer Lovett, to dispense with the reading of the minutes of the Authority meeting for February 20, 2025, and adopt them as presented.

MOTION CARRIED. (5 - 0)

FINANCIALS - FOR THE PERIOD ENDING - March 31, 2025

Treasurer Lovett stated that we have \$565,909 in the operating account and \$77,570 in our accounts receivable. Our Commonwealth Investment account has unrealized gains/losses totaling \$35,990, with a total of \$801,917 in the account.

We have prepaid expenses of \$21,745, which was the initial deposit for the power upgrade at the outdoor gazebo. Our total current assets are \$1,438,806. Our accumulated depreciation totals -\$175,399, for the outdoor gazebo and the ASW audio visual equipment that is being amortized over the next 25 years. Our Total Fixed Assets are \$435,556.

We have customer deposits totaling \$47,763 for future events with current liabilities of \$68,046. Our total liabilities and equity are \$1,874,363.

Charges for Services are up 11% over the same period last year, or \$13,762. This is because of a much stronger 1st quarter with events.

Investment Income totals \$5,097 for the period as compared to \$26,17 for the same period last year.

We received \$50,279 in Hotel/Motel and Motor Vehicle Taxes from the city for the first quarter, but we are still due the March payment. Gross Profit for the quarter is \$186,781, which is \$45,161 (or 31.9%) over 2024's total.

Personnel Services for the quarter are slightly down over the same period last year by 0.3%. Professional and Other Services are also down 11% for the first quarter.

Supplies and Operating Expenses are up \$1,984 over the same period last year, which is due to the timing of how the electrical bills were paid. This quarter shows 3 payments and the same period last year only included 2 payments for the bills.

Repairs and Maintenance are down for the first quarter by 5.8%. Repairs and Maintenance included in this period were replacement light bulbs for the kitchen, all roof repairs with Ben Hill, and a few minor repairs to the mini splits in the pavilion.

Total Net Income for the period is \$3,096 as compared to -\$46,864 for the same period in 2024.

Motion made by Member Frost and seconded by Vice-Chairman Colpoys, to accept the financials as presented.

MOTION CARRIED. (5 - 0)

NEW BUSINESS

Hotel/Motel & Motor Vehicle Taxes - Chairman Avery shared that we would no longer receive motor vehicle tax payments as Enterprise has relocated into the county. Hotel/Motel tax payments will continue as usual, with hopes of more future potential hotels to help recoup the motor vehicle loss.

Insurance - Chairman Avery shared that we will no longer be covered under the city's liability policy and that we must seek out our own policy. Only the proposal from Matrix was ready in enough time to be included in the packet, so the other proposal from GIRMA is not yet finalized.

Motion made by Member Frost and seconded by Treasurer Lovett, to allow Executive Director Shelnett to gather all the necessary information on both policies and then make an informed decision on purchasing the best policy for the Newnan Convention Center Authority and the Newnan Centre, given this is such a time sensitive matter.

MOTION CARRIED. (5 - 0)

EXECUTIVE DIRECTOR REPORT

Sales & Marketing - January, February, and March were super strong for us as a first quarter. We had 11 out of 13 weekends booked! New business booked includes: The Warrior Alliance for a veterans affairs day that was extremely successful; quite a few 2025 summer weddings coming up; FCA Fellowship Concert at the outdoor gazebo in August; a quinceanera in October; Crossroads Baptist for their leadership Refuel & Retreat in October; ECHS JROTC 250th Military Ball in November; Auburn University for the tax institute seminar in November for 3 days; City of Hope for their annual medical staff meeting and dinner in December; Encompass Health Newnan for their holiday party in December; Junior Cotillions (our local chapter) for their spring ball in March 2026; and many other weddings, anniversary parties, and birthday celebrations.

We also met with Trinity Christian School this week about potentially hosting their prom next spring. Georgia Department of Early Care and Learning (DECAL) just booked 8 different training sessions (all multi-day, weekday business) that spans from August into January of next year. Georgia Cyber Academy also rebooked for their 2026 testing dates - 7 total days contracted once their fiscal year resets over summer.

Customer Care Analysis - We had 5 total responses to the customer care analysis, all with raving reviews of our team and venue. We continued our trend from 2024 and have maintained a perfect score in all categories for Staff, Service, and Cleanliness. Value is a perfect score, too, but that will adjust in time as the year progresses.

Overall, there were no negative responses from any clients and many of these were first time clients.

Occupancy Report - In the first quarter of 2025, we hosted 95 events with an attendance of 12,976. Our current occupancy rate is 9.5% compared to the same period last year with 10.2%.

NEXT MEETING DATE - August 21, 2025

The next meeting will be held on Thursday, August 21, 2025, at 6:30 p.m.

ADJOURNMENT

Motion made by Treasurer Lovett and seconded by Member Frost, to adjourn the meeting at 7:12 p.m.

MOTION CARRIED. (5 - 0)

Prepared and Submitted for Review by:

Certified and Attested by:

Peyton Shelnett, Executive Director

Newnan Centre

Carles Stinson, Secretary

Newnan Convention Center Authority