



Richmond Hill Convention and Visitors Bureau Authority

March 26, 2025 Meeting Minutes

The minutes were taken by Christy Sherman, RHCVB Executive Director.
The meeting was held at the Richmond Hill Visitors Center at 10750 Ford Avenue.

Board of Directors in attendance: Sherri Broome, Julie Gates, Mark Thomas, Patty Mathews

Also in attendance: Christy Sherman, RHCVB Executive Director, Julie Gates

The meeting was called to order at 8:30 a.m. by Sherri Broome, Chairman.

Order of the Agenda

A motion was made to approve the order of the agenda by Mark Thomas and seconded by Patty Mathews. The motion was approved by a unanimous vote.

Minutes

The minutes for the ^{Feb.} March 2025 meeting were read. A motion was made to approve the minutes by Mark Thomas and seconded by Patty Mathews. The motion was approved by a unanimous vote.

Richmond Hill City Center

See attached report

Fort McAllister State Historic Park

Ms. Sherman updated the board about upcoming events at Fort McAllister

Financial Report

The February 2025 financial report was read by Christy Sherman. A motion was made to approve the financial report by Mark Thomas and seconded by Patty Mathews. The motion was approved by a unanimous vote.

Administrative Reports

Hotel/Motel Tax Review

Ms. Sherman reported that a review of the February monthly Smith Travel Research Report shows occupancy at 62%, which decreased 13.5% from last March.

March 2025

Occupancy: -13.5%

Average daily rate: 1.3%

Revenue per available room: -9.7%

Supply: .1%

Demand: -13.5%

Revenue: -9.6%

Executive Director Schedule

Ms. Sherman reviewed her schedule for April. A motion was made to approve the schedule by Patty Mathews and seconded by Mark Thomas. The motion was approved by a unanimous vote.

Old Business

Ford Summit

Ms. Sherman updated the board about the upcoming Ford Legacy Summit including the itinerary, guest speakers, meal sponsors, and budget.

New Business

No new business

A motion to adjourn was made by Julie Gates and seconded by Mark Thomas. The motion was approved by a unanimous vote. The meeting was adjourned at 9:20 a.m. by Sherri Broome, Chairman.