



## Richmond Hill Convention and Visitors Bureau Authority

### July 21, 2026 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, Jason Carter, Mark Thomas, Julie Gates, Kiran Swami, and Jason Cheek

Also in attendance: Christy Sherman, RHCVB Executive Director, April Cameron, Richmond Hill City Center Director

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 Kiran Swami and seconded by Mark Thomas. The motion was approved by a unanimous vote.

### **Minutes**

The minutes from the June meeting were read. A motion was made to approve the minutes by Patty Mathews and seconded by Jason Carter. The motion was approved by a unanimous vote.

### **Richmond Hill City Center**

Ms. Cameron presented an update to the board. See attached report.

### **Fort McAllister State Historic Park**

Mr. Carter updated the board about events, staffing, and occupancy at Fort McAllister.

### **Financial Report**

The June 2026 financial report was read by Christy Sherman. A motion was made to approve the financial report by Mark Thomas and seconded by Kiran Swami. The motion was approved by a unanimous vote.

### **Administrative Reports**

#### Hotel/Motel Tax Review

The STR report for June 2026 reflected an occupancy rate of 52.8%, down 13.2% from June 2025. ADR was up 3%, RevPar was down 10.8%, Demand was down 13.2%, resulting in revenue decreasing 10.8% and -10.9% YTD.

#### Executive Director Schedule

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

#### **Old Business**

##### HFHA Annual Meeting and Fam Tour

Ms. Sherman and the board reviewed the itinerary for the upcoming trip to Michigan.

#### **New Business**

No new business

A motion to adjourn was made by Patty Mathews and seconded by Julie Gates. The motion was approved by a unanimous vote. The meeting was adjourned at 9:15 a.m. by Sherri Broome, Chairman.