

**AGENDA
COLLETON COUNTY
ACCOMMODATION TAX ADVISORY BOARD
VIRTUAL REGULAR MEETING
WEDNESDAY, JANUARY 4, 2023
3:30 P.M.**

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - A. Regular Meeting December 14, 2022
4. New Business
 - A. ATAX Applications
 - a. South Carolina Artisans Center—“Shop Handcrafted”, \$15,000
 - b. Lowcountry African American Cultural Arts Festival— Lowcountry African American Cultural Arts Festival, \$13,500.00
5. Adjournment

ACCOMMODATION TAX ADVISORY BOARD MEETING ON JANUARY 4, 2023

Colleton County will hold an Accommodation Tax Advisory Committee meeting on Wednesday, January 4, 2023, at 3:30 pm. Due to the COVID-19 pandemic, the Accommodation Tax Advisory Board will be holding the meeting virtually and the public will be able to stream the meeting from a link on the County’s home page or by going to **www.colletoncounty.org/live**. Individuals who would like to participate in public comment can do so at **www.colletoncounty.org/comment**.

MINUTES
WEDNESDAY, DECEMBER 14, 2022
VIRTUAL REGULAR MEETING
3:30 P.M.

Colleton County Government
109 Benson Street
Walterboro, SC 29488

Present: Henry Hiott, Kisha Kinard, Gary Brightwell, Jennie Smith, and Kaela Brinson, are in attendance.

Chairman Hiott: Henry Hiott, Chairman called the meeting to Order.

Approval of Minutes

- A. Virtual Regular Meeting May 19, 2022— Ms. Brightwell moved to approve the minutes of the Virtual Regular Meeting held on May 19, 2022. The motion was seconded by Ms. Smith and the motion carried unanimously.
- B. A. Virtual Regular Meeting October 20, 2022— Ms. Brightwell moved to approve the minutes of the Virtual Regular Meeting held on October 20, 2022. The motion was seconded by Ms. Smith and the motion carried unanimously.

New Business

Chairman Hiott spoke in detail about the three organizations that have submitted applications.

Ms. Brinson stated that we are unable to vote on the Artisans Center request nor the Lowcountry African American Cultural Arts Festival due to one member abstaining from voting on each application and there only being four members present. We believe this does not constitute enough members present to vote.

***This will be verified for accuracy for future meetings.

A. ATAX Applications

Walterboro Colleton Chamber of Commerce—WCCC 22-23 Marketing/ Tourism Plan-\$37,300
Ms. Brightwell moved to approve and grant the funding for Walterboro Colleton Chamber of Commerce—WCCC 22-23 Marketing/Tourism Plan for \$37,300. The motion was seconded by Ms. Smith. The motion carried unanimously. (Approved: 4, Opposed: 0)

Chairman Hiott discussed when the next meeting will take place. It was set that the next meeting will be set on January 11, 2023 at 3:30 PM.

Adjournment

Mr. Hiott moved to adjourn the meeting. Ms. Smith seconded the motion, which was carried unanimously.

This 4th day of January, 2023.

Kaela Brinson, Clerk to Council

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ACCOMMODATIONS TAX FUNDING APPLICATION

Please check the appropriate category:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Festival/Event | <input type="checkbox"/> Marketing/Promotions/Advertising |
| <input type="checkbox"/> Public Facilities | <input type="checkbox"/> Visitor Information Center |
| <input type="checkbox"/> Tourist Shuttle | <input type="checkbox"/> Waste Collection |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> Waterfront Erosion Control/Repair |
| <input type="checkbox"/> Fire Protection | <input type="checkbox"/> Construction/maintenance/operation of
Civic or cultural facility |

1. Name of Applicant Organization:

Lowcountry African American Cultural Arts Festival

2. Mailing Address: 373 Partridge Trail, Walterboro, SC. 29488

3. Name of Project: Lowcountry African American Cultural Arts Festival

4. Date of Festival/Event: February 1 – 28, 2023

5. Dates you will begin and complete work on your project: Present day – March 10, 2023

Project Director: Lillie Fowler Singleton. Title: Coordinator

Telephone#: (843) 510 – 9156 or. (843) 538 - 3582

Fax#: _____ Email address: zolasdaughter@gmail.com

6. Applicant Category: (Check the description that best describes your organization).

Government Agency Non-profit Private Business Other

7. Please check which tax status applies to your organization:

Not-For-Profit as registered with the Secretary of State of South Carolina Date of
Incorporation _____ Charter # _____

Federal Exempt under IRS Code 501(c)

Date of IRS Tax Exempt Determination Letter _____ (attach copy of letter)

Please provide W-9 by attaching to this application.

8. Amount of Request: \$13,500.00

9. Have you received funds from the Accommodations Tax Fund previously? Yes No

If yes, how much? _____ What Years? _

Applicants must complete this application in its entirety. Supplemental information shall be no more than 2 pages in length. Projects submitted for consideration must demonstrate a relationship to or impact on the visitor and tourist industry within the community. Funding recipients must recognize Colleton County as a sponsor on all promotional materials.

10. In order to comply with the State's Tourism Expenditure Review Committee annual reporting requirements, please classify your current budget request only into the following authorized categories:

1. Destination Advertising/Promotion	50	%
2. Tourism-Related Events	25	%
3. Tourism-Related Facilities	20	%
4. Tourism-Related Public Services	20	%
5. Tourist Public Transportation	5	%
6. Waterfront Erosion Control/Repair	0	%
7. Operation of Visitor Information Centers	0	%
Total	100	%

Note: See TERC authorized category descriptions below:

1-Advertising and promotion of tourism so as to develop and increase tourist attendance through the generation of publicity.

2-Promotion of arts and cultural events.

3-Construction, maintenance and operation of facilities for civic and cultural activities including construction and maintenance of access and other nearby roads and utilities for the facilities.

4-The criminal justice system, law enforcement, fire protection, solid waste collection and health facilities when required to serve tourists and tourist facilities. This is based on the estimated percentage of costs directly attributed to tourists. Also includes public facilities such as restrooms, dressing rooms, parks and parking lots.

5-Tourist shuttle transportation.

6-Control and repair of waterfront erosion.

7-Operating visitor information centers.

11. Briefly describe your project and its goals and objectives.

MISSION STATEMENT: **To inform citizens of skilled craftsmen and artists located in the Lowcountry area and to celebrate our rich cultural heritage.*

**To bring awareness of the gifted and talented artist and entertainers in our community and surrounding areas.*

**To inspire our youth to develop hidden talents*

12. Describe how your project will enhance the visitor and tourist trade within Colleton County. (State estimated tourist/visitor dollars to the community, # of visitors expected, other verifiable objectives, etc.)

For the first year, we hope for at least 2,500 visitors. Since no other African American history and culture Festival or organized activity exists of this magnitude, we believe with the quality of programming and the thirst to learn more about our African American history and culture in the Colleton County/Lowcountry area we will draw a good crowd for our first year. We plan to advertise in the greater Charleston, Beaufort, Hilton Head and Savannah areas.

13. If festival or event, who will be your target audience? What is your estimated total attendance? How many out of town visitors/tourists* do you anticipate attending? If overnight visitors are expected, how many room nights are anticipated? Please fill out attached worksheet. (*Tourists are defined as those who travel at least 50 miles to attend.)

The target audience will be both adults and children in South Carolina and neighboring states. The estimated total attendance will be approximately 2500 – 3000 for the first year; approximately 1000 of non-Colleton County residents. An expected 250 are expected to spend nights who are performers, artists, visitors, etc.

14. If requesting funding for marketing promotions, what is the medium, target audience for the promotional package and estimated number of readers?

The target audience are both local and visitors from neighboring areas. We hope that marketing will reach between 5,000 and 30,000 people.

15. What will it cost to execute this project and what amount is being requested? Provide detailed budget of expenditures and revenues. List other sources* of funding if applicable. (*Including amounts funded from other A-tax sources.)

To execute this project, we estimate the cost to be approximately \$20,000 - \$25,000. We are requesting \$13,500 from Colleton County. Acres of Ancestry has pledged \$5,000 for this project. Other sources of funding will be sought also, contributions and individual monetary donations from citizens, social organizations and local businesses.

16. If you are granted some, but not all of the amount you requested, what impact would such partial funding have on your activities? What would you change to account for the partial funding?

A decrease in the requested amount would impact the number of activities. In order to run a successful festival, we need marketing dollars for advertisement. Therefore, a vast amount will be directed toward this area and activities will be dependent upon community contributions.

17. Is County support required? If so, describe requirements expected including personnel (i.e. police, garbage, public services) and the itemized estimated cost of such services.

Some events, such as the garbage disposal may be required. We will ask for volunteers from the neighborhood to help with this. We are not having any outdoor events, therefore we feel police monitoring may not be required. However if there are any local ordinances that require police monitoring during any of the functions we would make inquiries as to the finances involved and make necessary arrangements to pay for the services.

18. Other comments for consideration.

County support is desperately needed. Forty-five percent of Colleton County are African American and we believe the festival which will showcase African American traditions, culture and history should be supported by the county.

We will ask that the schools consider planning field trips for students to attend the arts and crafts exhibits and/or have some of the craftsmen visit the schools to present their skills and tell the history and importance of their crafts and it's cultural contributions.

Financial Guarantees:

19. Provide a copy of the official minutes wherein the organization approves the application.
We had one large group meeting. Then we divided up into groups. I have been meeting with each group to check on their progress. Attached is a copy of our initial meeting.

Prior Recipient's Report (if you received prior ATAX Funds)

20. Include the total annual ATAX funding received each year that you applied.

NA

21. How did you use the ATAX funds? Where the objectives achieved?

NA

22. What impact did this have on the community and/or how did it benefit tourism?

A festival such as we hope to have , has never occurred in Walterboro. However in observation African Festivals held in the Charleston, Beaufort, Hilton Head and Savannah areas we feel a festival in our area will be of interest to similar crowds. Their attendance was between 20 – 30 thousand.

23. Please indicate how your organization measures the effectiveness of both the overall activity and of individual programs.

We plan to provide questionnaires to festival visitors for assessment of the various programs and informal conversations with the participants.

24. Economic Impact Estimation

Name of Event	Estimated Attendance	Room Nights Estimated	Out of Town Visitors	Days in Town	Estimated Visitor Days (# of Visitors x Days in Town)
LAACAF	2500	2 nights	1000	2	1000 x 2 days

Room Night is defined as the total number of rooms multiplied by nights occupied.

Visitor is defined as someone who travels at least 50 miles to attend/stays overnight from home in paid accommodations or someone traveling to a high tourist area from outside their home community.

Economic Impact

Average Daily Expenditures	\$170.00
Dollars Requested	\$13,500.00
Estimated Economic Impact = Visitor Days x Expenditures	Apx. \$20,000 - \$30,000

Lillie Singleton
Project Director Signature
(843) 510-9156

September 30, 2022
Date

Lowcountry African American Cultural Arts Festival

Activities

February 2, 2023

Fashion Show

Chairpersons: Mrs. Vinnie Mitchell, Rev. Angela Ford, Eartha Cunningham

Vendor: Colleton Museum

Anticipated Audience: Apx. 50

February 6 – 2023 (Reception, February 9th)

Quilt Show, Crafts and Arts Exhibit

Chairmans: Mrs. Gloristine Williams, Ester Black, Linda Jordan, Jackie Callender

Vendor: Colleton Wildlife Center

Anticipated Audience: Apx. 1000 over the dates allotted

February 18, 2023

Clafin University Concert

Chairpersons: Priscilla McClellon, Eartha Cunningham

Vendor: Hampton Street Auditorium

Anticipated Audience: Apx. 500

February 25, 2023

Meet the Authors of the Lowcountry

Chairperson: Miss Sheila Keaise, Jackie Williams

Vendor: Colleton County Library

Anticipated Audience: Apx. 50

1st Official Board Meeting



Introduction

Lillie Singleton, board chair and visionary of the project, welcomed the eight attendees and introduced the purpose of the Lowcountry African African American Cultural Arts Festival for the Lowcountry district. After each person introduced themselves and shared their talents and passions, a mission was comprised that was inclusive and compressive. The target audience was suggested to reach from the entire Lowcountry area at the beginning and branch out to surroundings states as the festival gains momentum.

Mission Statement

To celebrate the gifted and talented artists in the Lowcountry who embrace the African American culture. To be inclusive and to inspire all of the citizens of the Lowcountry by offering informed, diverse, and culturally inspiring artisans and artists who bring awareness of the African American heritage

Target Audience

Our target audience includes all of the citizens in the Lowcountry region and other surrounding areas interested in the African American heritage of the Lowcountry.

Arts Categories

1. Fiber Arts
(Fabric/knitting, etc)
2. Artists (paint, pencil)
3. Basket Weaving
4. Author
5. Fashion &
Accessories
6. Entertainment

Chairs for Arts Categories & PR

1. Gloristine Williams (Fiber Arts)
2. Jackie Callender (Artist)
3. Linda Jordan (Basket Weaving)
4. Shiela Martina Keaise (Author)
5. Lori Adams (Fashion & Accessories)
6. Priscilla McClellan/Eartha Cunningham (Entertainment)
7. Jackie Williams/ Angela Ford Nelson (Public Relations)

Events Discussed for Festival

- Secured Wildlife Center for a Cultural Arts Exhibit (artisans presentations)
- It's a Wrap (teaching how to wrap head scarfs)
- Fashion Show at the Colleton County Memorial Library (African American clothing)
- Secured Author Sessions at the Colleton County Memorial Library (African American authors and books about African Americans)
- Secured Claflin University Choir will present musical renditions at the Colleton Center

Attendance for 1st Meeting

1. Lillie Singleton
2. Gloristine Williams
3. Jackie Callender
4. Linda Jordan
5. Shiela Martina Keaise
6. Lorilee Adams
7. Priscilla McClellan
8. Jackie Williams
9. Reverend Angela Ford Nelson

Meeting Started & Adjourned

May 19, 2022
6 pm - 7:30 pm

Next Meeting

July 2022--TBA

LOWCOUNTRY AFRICAN AMERICAN
CULTURAL ARTS FESTIVAL

2023

February 1 - 28 (TBA)

Arts and Sweet Grass Demonstrations
SOUTH CAROLINA ARTISAN CENTER
318 Wichman St, Walterboro, SC 29488

Thursday, February 2 (6:00 pm)

Africentric Fashion Show
COLLETON COUNTY MUSEUM
113 Neyle St, Walterboro, SC 29488

February 9 - 20

Quilt Show, Craft and Art Exhibition
Thursday, February 9 (6 - 8 pm)
Public Reception
COLLETON COUNTY WILDLIFE CENTER
100 S Jefferies Blvd, Walterboro, SC 29488



QUILT BY CAROLYN BRACKEN

BLACK HISTORY: Remember, Educate, Celebrate

Saturday, February 18 (6:00 pm)

Clafin University Choir
COLLETON CIVIC CENTER (Auditorium)
494 Hampton St, Walterboro, SC 29488

Saturday, February 25 (10 am - 1 pm)

Meet Authors of the Lowcountry
COLLETON COUNTY MEMORIAL LIBRARY
600 Hampton St, Walterboro, SC 29488

FOR MORE INFORMATION CONTACT:

L. SINGLETON (843) 510-9156

LOWCOUNTRY AFRICAN AMERICAN CULTURAL ARTS FESTIVAL

2023

February 1 - 28 (Mon - Sat, 9 - 5 pm)

Exhibit of African American Artists

February 18 (10 am - 2 pm)

Handmade Series--Artists Demonstrations

SOUTH CAROLINA ARTISANS CENTER

318 Wichman St, Walterboro, SC 29488

Thursday, February 2 (6:00 pm)

Africentric Fashion Show

COLLETON MUSEUM and FARMER'S MARKET

506 East Washington St, Walterboro, SC

February 9 - 20

Quilt Show, Craft and Art Exhibition

Thursday, February 9 (6 - 8 pm)

Public Reception

WALTERBORO WILDLIFE CENTER

100 S Jefferies Blvd, Walterboro, SC



BLACK HISTORY: Remember, Educate, Celebrate

Saturday, February 18 (6:00 pm)

Claffin University Choir

COLLETON CIVIC CENTER (Auditorium)

494 Hampton St, Walterboro, SC

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COLLETON COUNTY MEMORIAL LIBRARY

600 Hampton St, Walterboro, SC

FOR MORE INFORMATION CONTACT:

L. SINGLETON (843) 510-9156

LAACAF

*Mission Statement: To celebrate the gifted and talented artists in the Lowcountry,
who embrace the African American culture.*

Sponsored by:

Colleton County Tourism

Acres of Ancestry Initiative/

Black Agrarian Fund

Colleton County Memorial Library

Walterboro Wildlife Center

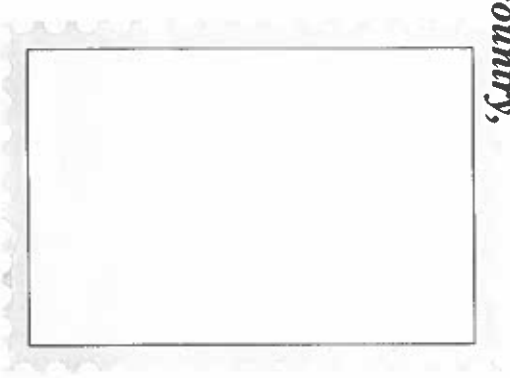
Colleton County Civic Center

South Carolina Artisans Center

Colleton Museum & Farmer's Market

Martina Publishing, Inc.

New Life United Methodist Church



Address

ACCOMMODATIONS TAX FUNDING APPLICATION

Please check the appropriate category:

- | | |
|--|---|
| <input type="checkbox"/> Festival/event | <input checked="" type="checkbox"/> Marketing/Promotions/Advertising |
| <input type="checkbox"/> Public Facilities | <input type="checkbox"/> Visitor Information Center |
| <input type="checkbox"/> Tourist Shuttle | <input type="checkbox"/> Waste Collection |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> Waterfront Erosion Control/Repair |
| <input type="checkbox"/> Fire Protection | <input type="checkbox"/> Construction/maintenance/operation of civic or cultural facility |

1. Name of Applicant Organization: South Carolina Artisans Center
2. Mailing Address: 318 Wichman Street, Walterboro, SC 29488
3. Name of Project: "Shop Handcrafted"
4. Date of Festival/Event: _____
5. Dates you will begin and complete work on your project: January 1, 2023 - June 30, 2023
- Project Director: David Smalls Title: Executive Director
- Telephone #: 843-549-0011 Fax #: _____
- Email address: info@scartisanscenter.com

6. Applicant Category: (Check the description that best describes your organization).
- Government Agency Non-profit Private Business Other
7. Please check which tax status applies to your organization:
- Not-For-Profit as registered with the Secretary of State of South Carolina
Date of Incorporation _____ Charter # _____
- Federal Exempt under IRS Code 501(c)
Date of IRS Tax Exempt Determination Letter April 8, 1994 (attach copy of letter)

Please provide W-9 by attaching to this application.

8. Amount of Request: \$15,000
9. Have you received funds from the Accommodations Tax Fund previously? Yes No
If yes, how much? \$15,000 What Years? 2022

Applicants must complete this application in its entirety. Supplemental information shall be no more than 2 pages in length. Projects submitted for consideration must demonstrate a relationship to or impact on the visitor and tourist industry within the community. Funding recipients must recognize Colleton County as a sponsor on all promotional materials.

10. In order to comply with the State’s Tourism Expenditure Review Committee annual reporting requirements, please classify your current budget request only into the following authorized categories:

1	Destination Advertising/Promotion	<u>100</u>	%
2	Tourism-Related Events	<u> </u>	%
3	Tourism-Related Facilities	<u> </u>	%
4	Tourism-Related Public Services	<u> </u>	%
5	Tourist Public Transportation	<u> </u>	%
6	Waterfront Erosion Control/Repair	<u> </u>	%
7	Operation of Visitor Information Centers	<u> </u>	%
Total		<u>100</u>	%

Note: See TERC authorized category descriptions below:

- 1-Advertising and promotion of tourism so as to develop and increase tourist attendance through the generation of publicity.
- 2-Promotion of arts and cultural events.
- 3-Construction, maintenance and operation of facilities for civic and cultural activities including construction and maintenance of access and other nearby roads and utilities for the facilities.
- 4-The criminal justice system, law enforcement, fire protection, solid waste collection and health facilities when required to serve tourists and tourist facilities. This is based on the estimated percentage of costs directly attributed to tourists. Also includes public facilities such as restrooms, dressing rooms, parks and parking lots.
- 5-Tourist shuttle transportation.
- 6-Control and repair of waterfront erosion.
- 7-Operating visitor information centers.

11. Briefly describe your project and its goals and objectives.

The "Shop Handcrafted" project is a marketing campaign to utilize social media to attract visitors to the Center. Our objectives are to drive awareness and visibility, engage and educate daytrippers, and drive quality web site traffic and increase conversion. We are interested in continuing this project - (January - June 2023). We will target six markets that have an artistic vibe to their communities. These markets are Asheville, Bluffton, Columbia, Florence, Greenville, and Savannah.

12. Describe how your project will enhance the visitor and tourist trade within Colleton County. (State estimated tourist/visitor dollars to the community, # of visitors expected, other verifiable objectives, etc.)

The Center has been designated the "Official Folk Art and Craft Center of South Carolina" by the General Assembly. The Center is the single largest tourist attraction in the county and we showcase over 200 artists from 35 out of the state's 46 counties. The Center on average has 500 to 700 visitors with average sales of \$10,000 to \$16,000 per month.

13. If festival or event, who will be your target audience? What is your estimated total attendance? How many out of town visitors/tourists* do you anticipate attending? If overnight visitors are expected, how many room nights are anticipated? Please fill out attached worksheet. (*Tourists are defined as those who travel at least 50 miles to attend.)

14. If requesting funding for marketing promotions, what is the medium, target audience for the promotional package and estimated number of readers?

The "Shop Handcrafted" will utilize paid social media, mobile and contextual displays in the main target markets of Asheville, Bluffton, Columbia, Florence, Greenville and Savannah. We estimate there will be 550,000 - 600,000 monthly impressions with contextual displays and 167,000 mobile app display ads per month.

15. What will it cost to execute this project and what amount is being requested? Provide detailed budget of expenditures and revenues. List other sources* of funding if applicable. (*Including amounts funded from other A-tax sources.)

The total cost of the project and the amount requesting is \$15,000.

Revenue:		Expenses:	
- Colleton ATAX	\$15,000	- contextual display	\$2,700
		- mobile display	\$6,000
		- paid social	\$3,525
		- paid search	\$2,775
			<u>*\$15,000</u>

16. If you are granted some, but not all of the amount you requested, what impact would such partial funding have on your activities? What would you change to account for the partial funding?

If we are funded at a partial amount, we will still conduct the project but will seek other possible funding or we would use sales from the Center.

17. Is County support required? If so, describe requirements expected including personnel (i.e. police, garbage, public services) and the itemized estimated cost of such services.

No

18. Other comments for consideration.

Economic Impact Estimation: This is a new campaign for the Center and we cannot clearly estimate an impact based on this project but the Center has averaged around 500 to 700 visitors per month and a good percentage of them stay overnight in our hotels.

Financial Guarantees:

19. Provide a copy of the official minutes wherein the organization approves the application.

Prior Recipient's Report (if you received prior ATAX Funds)

20. Include the total annual ATAX funding received each year that you applied.

No interim report - current project in progress until December 2022.

21. How did you use the ATAX funds? Where the objectives achieved?

No interim report - current project in progress until December 2022.

22. What impact did this have on the community and/or how did it benefit tourism?

No interim report - current project in progress until December 2022.

23. Please indicate how your organization measures the effectiveness of both the overall activity and of individual programs.

24. Economic Impact Estimation

Name of Event	Estimated Attendance	Room Nights Estimated	Out of Town Visitors	Days in Town	Estimated Visitor Days (# of Visitors x Days in Town)

Room Night is defined as the total number of rooms multiplied by nights occupied.

Visitor is defined as someone who travels at least 50 miles to attend/stays overnight from home in paid accommodations or someone traveling to a high tourist area from outside their home community.

Economic Impact

Average Daily Expenditures	\$170.00
Dollars Requested	\$
Estimated Economic Impact = Visitor Days x Expenditures	\$


 Project Director (signature)

9/29/2022
 Date

South Carolina Artisans Center

Board Meeting Minutes -9/27/2022

Present: Morrison Payne - by proxy to Gene Varn, Gary Brightwell - by proxy to Gene Varn, Jessica Bright, Dr. Cedric Adderley, Dr. Vallerie Cave - via Zoom, Susan DuPlessis - via Zoom, Gene Varn, and Mark Wysong - by proxy to Gene Varn

1. **Call to Order, Proxies and Introductions**
The meeting was called to order by David Smalls (designated by Morrison Payne-Board Chair) at 4:30 pm. Proxies were announced and recorded.
2. **Minutes of June 28, 2022 Board Meeting**
The minutes of the June 2022 board meeting were presented as information and will be approved at the next board meeting.
3. **Financials**
 - a. June 2022 YTD & Year-end
 - b. July and August YTD
With a motion made by Dr. Cedric Adderley and seconded by Gene Varn, the financials for June, July & August 2022 were unanimously approved as information.
4. **Committee Reports**
 - a. **Governance (1st Monday of each month)**
 - i. Board Terms
 - ii. Board Information List
 - iii. Board Meeting Schedule
All items were received as information.
 - b. **Finance - no report**
 - c. **Fundraising/ Marketing (1st Wednesday of each month)**
 - i. Colleton County Accommodations Tax Grant (ATAX)
With a motion made by Gene Varn and seconded by Dr. Cedric Adderley, the board unanimously approved for the Center to apply for an ATAX grant from Colleton County.
5. **Open discussion - Property opportunity**
A proposal has been made to the organization to consider the possibility of relocating the Center. It is a 28,000 square foot space with an acre parking lot in downtown Walterboro. All options are on the table from total donation to full purchase of property and building. After several minutes, the board agreed to continue this topic for further discussion when the full board is present.
6. **Old Business - no report**
7. **New Business - no report**
8. **Executive Director's Report**
 - a. Handmade Series - Every 3rd Saturday of the month
 - b. Holiday Handmade Series - December 3rd, 10th & 17th
 - c. Call for Entry - Fall 2022 (September) as of 9/27 there are 16 applicants
 - d. Colleton County Arts Council - rental lease was not renewed
 - e. Street banners - new banners are up on Wichman and Lucas Streets
 - f. Entrance signs - new entrances have been ordered for all entrance locations
9. **Executive Session**
10. **Adjournment**
Meeting was adjourned at 5:41 pm.

Minutes submitted by:
David M. Smalls, Executive Director