



City of Clarksville

ACT Authority

August 8, 2024 at 3:00 PM
Mayor's 4th Floor Conference Room
1 Public Square
Clarksville, TN

MINUTES

1. Call to Order

A meeting of the ACT Authority was called to order by Chairperson Peter Reyman on Thursday, August 8, 2024 at 3:00 pm.

2. Attendance

Present: Dwight Jemison, Keya Patel, Peter Reyman, Sal Herrera, Mayor Joe Pitts, Laurie Matta, April Consulo, and John Hilborn
Members Carol Clark and Jim Durrett arrived during the meeting.

3. Public Comments

There were no public comments.

4. Approval of Minutes

A motion was made by Sal Herrera to approve the minutes of the 7-25-2024 ACT Authority meeting. Motion was seconded by April Consulo. A voice vote was taken and the minutes were adopted as presented.

- a. [ACT Minutes 7/25/2024](#)

5. Board Action

- a. Board Nomination/appointment for Treasurer

A standing motion was brought forward from the 7/9/2024 meeting to nominate and approve April Consulo as Treasurer once she was confirmed as a Board member by City Council. Dwight Jemison seconded the motion. A voice vote was taken and she was appointed as Treasurer for the ACT Authority.

- b. **RESOLUTION 02-2024-25** : [A RESOLUTION OF THE ART, CULTURE AND TOURISM AUTHORITY OF THE CITY OF CLARKSVILLE, TENNESSEE, APPROVING ITS BYLAWS, PUBLIC RECORDS POLICY, PUBLIC INPUT POLICY, ETHICS POLICY AND DEBT MANAGEMENT POLICY](#)
- c. [Debt policy](#)
- d. [Ethics policy](#)
- e. [Public input Policy](#)
- f. [Public records policy](#)
- g. [Bylaws](#)

Carol made a motion to amend a section of the Public input policy to remove the words, “or other topic,” from the third line of the second paragraph. Jim Durrett seconded the motion, but posed a question about how that would alter the policy as a whole. Carol Clark withdrew her motion. Jim Durrett made a motion to approve RESOLUTION 02-2024-25. Sal Herrera seconded the motion. A voice vote was taken and motion passed.

6. Executive Director Job Description working session

Edits were made to the job description of Executive Director in a collaborative session between board members and Laurie Matta. An additional session is planned for the next meeting.

7. Committee Discussion

- a. Roxy Design Update

John Hilborn reviewed the Clarksville Performing Arts Center Update.

- b. ACT Authority Website - Email access

Laurie Matta reviewed the web page for the ACT Authority.

7. Agenda for Next Meeting

- a. Approve Resolution to transfer assets accept assignment of leases
- b. Job description review/discussion
- c. Committee make-up discussion

9. Adjournment

Carol Clark made a motion to adjourn the meeting. Dwight Jemison seconded the motion. The meeting was adjourned at 4:23pm.