

**Minutes of Meeting**  
Short-term Rental Board  
July 27, 2023 5:00pm (First Meeting)  
Union County Community Center Room 201

**Welcome and Introductions**

- Meeting was called to order at 5:03 p.m.
- In attendance: Renee Deibert, Martin Pilote, Patrick Woodall, AnaLuisa Salvatti, Laura Jenkins, Susan Phillips, Karen Sweenie, and David Dyer. William Mercer via phone.
- Introductions were made.

**New Business**

1. Description of how meetings will proceed. (Renee)
  - We will have a formal agenda for each meeting. Laura and the Chairperson will work together to create the agenda.
  - Laura will email the agenda out to everyone prior to the meeting, and will email the minutes to everyone after the meeting.
2. Set meeting calendar for the rest of calendar year 2023 (Renee)
  - STR board meetings are open to the public. Visitors may be recognized by the Chair, but are not permitted to participate in the meeting.
  - Renee Deibert will publish the list of meeting dates in the newspaper at least 2 weeks in advance. She will also add the dates to the Union County Government STR Resource page.
  - Discussion was held to set the meeting dates for the remainder of the 2023 calendar year. Meetings will be held on the 2<sup>nd</sup> Monday of the month, at 5:00 p.m. in Room 201 at the Community Center. The dates for 2023 are as follows:
    - September 11, 2023
    - November 13, 2023
    - December 11, 2023
  - We will decide the meeting dates for calendar year 2024 at the December 11 meeting.
  - A quorum is 4 people, and a quorum must be present in order for a meeting to be held.
  - Board members may email Board members regarding meeting dates, times, or to request documents. Emails with the group regarding any other board business could constitute a quorum, therefore are not allowed.
3. Discuss purpose for the Board (Renee)
  - Renee read aloud the verbiage from the ordinance regarding the purpose of the STR Board

- Renee read aloud the document entitled "Role of Short-term Rental (STR) Board" (see attached)

#### 4. Discuss Board notebooks (Laura)

- Laura reviewed all documents in the STR Board notebooks:
  - Contact list of all members
  - Two-page Fact Sheet (summary) of the Ordinance
  - Union County STR Ordinance
  - Union County Amplified Sound Ordinance
  - Role of STR Board
  - Georgia Code guidelines for official governance boards
  - Notes section
- David Dyer asked if we should ask the 911 Call Center to record all complaints made from neighbors. We will move this question to the agenda for the next meeting. Renee reiterated that neighbors should NOT skip calling the Registered Agent.

#### 5. Nominations/Appointments to officer positions (Chair & Vice Chair)

- The floor was opened for nominations/volunteers for the positions of Chair and Vice Chair
- Patrick Woodall volunteered to be Chair. A motion was made to accept, and the motion passed unanimously.
- Martin Pilote volunteered to be Vice Chair. A motion was made to accept, and the motion passed unanimously.

### **Old Business**

None

### **Reports**

#### 1. STR Enforcement Officer

- Laura reviewed the handout "Union County Short Term Rentals by the Numbers" (see attached).

### **End of Business Meeting**

Meeting was adjourned at 6:23 p.m.