



## MENDOCINO COUNTY TOURISM COMMISSION, INC.

### Organizational Development Committee

#### AGENDA

"The Organizational Development Committee shall be composed of a total of three (3) Directors and shall be chaired by the Vice-Chair of the Board of Directors. The Executive or its designee of the Corporation shall attend all Organizational Development Committee meetings as a non-voting member to provide staff support. The Committee shall be responsible for informing and advising the Board in the fulfillment of the Board's duties and obligations, for planning the annual training and orientation of board members, for planning and executing an annual community communications plan and, upon request, assisting the County in recruiting the Corporation's potential, future Board members."- *bylaws, Article 6, Section 6.1, (d) (iii)*

**DATE:** Monday, March 7, 2016

**TIME:** 4:00 PM – 05:30 PM

**PLACE:** MCTC Office, 345 N Franklin St. Fort Bragg CA 95437

**CALL IN NUMBER:** 1-605-475-5950 ACCESS CODE 694806

- I. CALL TO ORDER
- II. ROLL CALL
- III. CHAIR'S COMMENTS
- IV. PUBLIC COMMENTS
- V. CONFLICT OF INTEREST  
Discuss, review and update Conflict of Interest Policy for the MCTC directors and staff members.
- VI. DISCUSS BROWN ACT TRAINING
- VII. REVIEW OF VMC 2015/2016 FISCAL YEAR BUDGET
- VIII. REVIEW FULLFILLMENT OF BOARD DUTIES AND OBLIGATIONS POLICY
- IX. REVIEW PLANS FOR ANNUAL COMMUNITY COMMUNICATIONS PLAN
- X. REVIEW REIMBURSEMENT OF MATERIALS AND STAFF TIME FOR DOCUMENTS REQUESTED BY THE PUBLIC
- XI. BYLAWS (SEPARATE ADHOC COMMITTEE TO REVIEW AND REPORT TO MCTC)
- XII. DISCUSS BOARD RECRUITING TIMING AND SEATING AND HOW TO ASSIST SUPERVISORS IF REQUESTED
- XIII. TOPICS OF INTEREST FROM COMMITTEE MEMBERS
- XIV. SET NEXT MEETING
- XV. ADJOURNMENT