



**MENDOCINO COUNTY TOURISM COMMISSION, INC.**

**Finance Committee**

**AGENDA**

**DATE:** Thursday, March 17TH, 2016 **TIME:** 3:30 PM – 5:30 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. APPROVE MINUTES FROM MARCH 03, 2016

**OLD BUSINESS:**

VI. REVIEW OF BOARD TRAINING BUDGET, EXPENSES, AND REIMBURSEMENTS FROM MCPA

VII. REVIEW OF CREDIT CARD USE POLICY AND REIMBURSEMENT POLICY

**NEW BUSINESS:**

VIII. REVIEW CURRENT STAFF CREDIT CARD CHARGES TO DETERMINE POSSIBILITIES OF REDUCING USE

a. ACTION ITEM: TASK STAFF WITH PURSUING BUSINESS CREDIT CARDS

IX. REVIEW CURRENT YEAR BUDGET AS OF 02/29/16

X. REVIEW ANY SUBMITTED 2016-17 DRAFT BUDGETS FROM COMMITTEES

XI. REVIEW OF THE BID ADVISORY BOARD PENULTIMATE DRAFT OF THE FY 2016-2017 BUDGET PORTION OF THE BID ANNUAL REPORT

XII. BEGIN DRAFTING 2016-2017 FISCAL YEAR BUDGET

XIII. DETERMINE FINANCIAL REPORTS AND FORMAT OF REPORTS TO BE PROVIDED AT MCTC FUTURE MEETINGS

XIV. REVIEW VISIT UKIAH HOTEL FEASIBILITY STUDY \$10,000 PROPOSAL

XV. SET NEXT MEETING

XVI. ADJOURNMENT