



Date: 09/26/18
Subj: Bonus Structure
To: Personnel Committee
From: Travis Scott, Executive Director

Priority Tasks as assigned at June on-boarding meeting:

- 15% #1 Set up meeting with county executives and key volunteers regarding BID report timing to Board of Supervisors; determine methods to fill board seats on MCTC and BID boards, open communication channels with key officials with the new ED and then calendar all dates for future use.
- 10% #2 Hire and train New Office Manager
- 10% #3 Schedule meeting with Festival Committee Chair, Board Chair and ED to determine best method to distribute partner funding for 2018-19 and obtain board approval at July board meeting.
- 10% #4 ED to review options and report back to board on location options. Once determined then develop plan for relocations including improving technology (phone systems/internet etc)
- 10% #5 Schedule Board Education/Follow up to Planning Session (with facilitator) to include (1) review current committee structure and duties; (2) review and update Strategic Plan as needed; (3) Discuss 5-year Bid option and determine feasibility; schedule in the next few months for a date for the meeting to be held in the fall of 2018.
- 10% #6 Schedule fixed committee and board meetings for the next several months to get these back on schedule.
- 10% #7 Evaluate reporting metrics for focus on ROI including new website and TOT/BID Data from county.
- 25% ALL OTHER ADDITIONAL TASKS as identified at onboarding meeting