



MENDOCINO COUNTY TOURISM COMMISSION, INC.

BOARD OF DIRECTORS

AGENDA

DATE: Tuesday, July 12th, 2016 **TIME:** 1:00 PM

PLACE: Mendocino County Tourism Commission, 390 W. Standley St., CA 95482

CALL-IN LOCATIONS: Mendocino County Tourism Commission, 345 N. Franklin St., Fort Bragg, CA 95437; 5 Island Court, Marion MA 02738

Call-In Number: 1-800-567-5900 **Access Code:** 694806

I. CALL TO ORDER

II. ROLL CALL

III. CHAIR'S COMMENTS

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS – *Brown Act Requirements: Pursuant to the Brown Act, the Board cannot discuss issues or take action on any requests during the comment period*

V. APPROVE MINUTES FROM June 14TH, 2016 MEETING

VI. INTRODUCTION FROM NEW ED-Brent Haugen

VII. UPDATE ON CLOUD AUDIT-Tom Jacobson

VIII. UPDATE FROM FINANCE COMMITTEE—

- 1) Report out from June 29, 2016 Finance Committee Meeting.
- 2) ACTION ITEM: Review and possible approval of May 2016 Financials
- 3) Update on staff Credit Card
- 4) ACTION ITEM: Discuss MCTC's payments of BoD insurance for MCLA & MCPA for the 2016 calendar year and possible action to request reimbursement or cover the cost
- 5) ACTION ITEM: Approve FC recommendations of adjustments to MCTC 16-17 FY Budget

IX. UPDATE FROM MARKETING COMMITTEE—

- 1) ACTION ITEM: Adoption of Communication Coordinator's contract.

X. REVIEW AND DISCUSS 15/16 FY MEDIA STAYS SUBMITTED BY ALISON DEGRASSI

XI. REVIEW AND DISCUSS QUARTERLY REPORT 2015-16

XII. UPDATE FROM AD-HOC BYLAWS COMMITTEE— Review and discuss Bylaws Revision 11 edits to: ARTICLE 5 - Section 5.7. Meetings (a), and Section 5.13. Conflict of Interest; ARTICLE 6 - Section 6.1. Executive Committee, and Section 6.2. Standing Board Committees (d) (iv), (v) and (vi); and ARTICLE 7 - Section 7.1. Officers.

- 1) ACTION ITEM: Formulate and possible adoption of a standing Executive Committee.
- 2) ACTION ITEM: Adopt change of meeting days from second Tuesday to second Wednesday within Bylaws.

XIII. CONFLICT OF INTEREST CODE—

- 1) ACTION ITEM: Review and possible adoption of newly drafted “Conflict of Interest Code” to replace the previous “Conflict of Interest Policy” Board approved on May 10, 2016.

XIV. DISCUSS REQUEST FOR PROPOSAL SPECIFICATIONS FOR COUNTY ORGANIZATION SUBMISSIONS

XV. NEXT MEETING-August 10th on the coast.

XVI. ADJOURN