



**MENDOCINO COUNTY TOURISM COMMISSION, INC.
FINANCE COMMITTEE MINUTES**

DATE: Tuesday, February 1, 2021, TIME: 12:00 PM

CALL IN LOCATION: ZOOM

<https://us02web.zoom.us/j/82749602218>

*Please note: To abide by the Brown Act, call-in locations must be listed on the agenda. If anyone from the public is calling in during the meeting, it must be done at the posted locations above.

1. CALL TO ORDER 12:06 PM by KG

2. ROLL CALL

Board Member	Attendance Status	Title
Kasie Gray (KG)	X Present <input type="checkbox"/> Absent	BOD Treasurer Inland Promotional
Scott Connolly (SC)	X Present <input type="checkbox"/> Absent	BOD Chair Medium Lodging Operator; Coastal
Cally Dym (CD)	X Present <input type="checkbox"/> Absent	BOD Vice Chair Large Lodging Operator
Bernadette Byrne (BB)	X Present <input type="checkbox"/> Absent	BOD Secretary Winery/Winegrower
Staff Member	Attendance Status	Title
Travis Scott (TRS)	X Present <input type="checkbox"/> Absent	Executive Director

Introduction of Guests:

Ramon Jimenez & Mckenzie McLain – VMC Staff

3. CHAIR’S COMMENTS: None

4. BOD CHAIR'S COMMENTS: Thanks to Kasie for taking the Treasurer seat

- Fiduciary and Due Diligence responsibilities of Committee Members
 - Pre-review of all materials in Agenda Packet
 - Proper use of Motions to advance (or not) discussions/votes on Actionable Items.
 - Serious deliberation on whether or not to require a viewing of Actionable Items (or selected portions of Actionable Items) by the full BOD. The outcome of this deliberation will determine whether one or more Finance Committee members will "comment" between the BOD motion/vote that a full viewing is required before voting.

5. 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.

6. CONSENT AGENDA ITEMS: Discussion Possible Action

- Minutes from 01.13.2022 Meeting
 - Motion by CD, 2nd by BB, Roll Call Vote, Motion Carries

7. ITEMS FOR REVIEW: Discussion Possible Action

- SBMC Checking & Savings Account Signature Card Update Resolution | Approve for Board Approval | See Attachment
 - Motion by BB, 2nd by SC, Roll Call Vote, Motion Carries
- Financial Statements
 - December 2021 | Approve for Board Approval | See Attachment
 - Motion by BB, 2nd by CD, Roll Call Vote, Motion Carries
 - Review Cash Flow Spreadsheet
- FY 2022/2023 Budget Discussion
 - Per Contract MCTC should budget \$1,742,958.20 - Discussion & ED recommendations to budget conservatively at \$1,500,000. Committee directs ED to produce draft budget at the above number.

8. FUTURE AGENDA ITEMS: ✓ Discussion

9. NEXT MEETING: ✓ Discussion

TENTATIVE: Tuesday, March 1, 2022, 12:00 PM, 105 West Clay Street, Ukiah CA 95482

10. ADJOURN: ✓ Action

- Motion by BB at 12:41 PM