

VISIT MENDOCINO

MENDOCINO COUNTY TOURISM COMMISSION, INC. FINANCE COMMITTEE MINUTES

DATE: Tuesday, September 5, 2023 | START TIME: 12:00 PM
PLACE: Visit Mendocino County: 105 W Clay Street, Ukiah, CA 95482
and
ZOOM: <https://us02web.zoom.us/j/87632842679>

1. CALL TO ORDER

- 12:06 PM By Comm Chair, KG

2. ROLL CALL

Board Member	Attendance Status	Title
Kasie Gray (KG)	x Present <input type="checkbox"/> Absent	BOD Treasurer Inland Promotional
Brett Schlesinger (BS)	x Present <input type="checkbox"/> Absent	BOD Chair Food & Beverage Operator
Vacant Seat	<input type="checkbox"/> Present <input type="checkbox"/> Absent	

Staff Member	Attendance Status	Title
Travis Scott (TRS)	x Present <input type="checkbox"/> Absent	CEO

Introduction of Guests:

Ramon Jimenez, VMC Director of Marketing

3. CHAIR/TREASURER COMMENTS: N/A

4. PUBLIC COMMENT ON NON-AGENDA ITEMS: N/A

The Committee cannot discuss issues or take action on any requests during the comment period.

5. SCOTT CONNOLLY FAREWELL

6. CONSENT AGENDA ITEMS: Discussion Possible Action

- July 2023 Meeting Minutes– **See Attachment | Approve**
- August 2023 Meeting Minutes– **See Attachment | Approve**
 - *Motion by BS, Second by KG – roll call vote – motion carries*

7. ITEMS FOR REVIEW: Discussion Possible Action

- Financial Statements
 - July 2023 | **See Attachment | Approve for Board Approval**
 - *Motion by KG, Second by BS – roll call vote – motion carries*
- Review Cash Flow Spreadsheet
 - *CEO drove the committee through income/disbursements and explained when draws from savings would take place.*
- Adjusting Journal Entry to clear PP Exp acct 1230 | **See Attachment | Approve**
 - *Motion by BS, Second by KG – roll call vote – motion carries*
- Add Account 6580 “Contract Writing” to COA and move \$24,000 from 5130 to fund | **Approve**
 - *Motion by BS, Second by KG – roll call vote – motion carries*
- Vacant Finance Committee Seat: take to whole BoD in October or operate with two members?
 - *Discussion took place ending at bringing the question to the full BoD at October '23 meeting.*
- See letter of Instruction to SBMC removing former Chair of BoD | **See Attachment**
 - New signature cards to be signed at SBMC by: TRS, KG & BS

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8. FUTURE AGENDA ITEMS: ✓ Discussion

9. NEXT MEETING: ✓ Discussion

TENTATIVE: Tuesday, October 3, 2023 @ 12:00 PM via Zoom

10. ADJOURN: ✓ Action

- *Motion by BS @ 12:31 PM*