



MENDOCINO COUNTY TOURISM COMMISSION, INC.

FINANCE COMMITTEE Minutes

DATE: Tuesday, January 5, 2021 TIME: 12:00 PM

CALL IN LOCATION: ZOOM

<https://us02web.zoom.us/j/86244618863?pwd=OTd0cDErc3RDVlIXOTc3NHRPa3BxQT09>

*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.

I. CALL TO ORDER

II. ROLL CALL

Board Member	Attendance Status		Title
Scott Connolly (SC)	x Present	<input type="checkbox"/> Absent	BOD Treasurer Medium Lodging Operator; Coastal
Jennifer Seward (JS)	x Present	<input type="checkbox"/> Absent	BOD Vice Chair At Large
Jitu Ishwar (JI)	<input type="checkbox"/> Present	x Absent	BOD Member Large, At Large Lodging Operator; Inland
Staff Member	Attendance Status		Title
Travis Scott (TS)	x Present	<input type="checkbox"/> Absent	Executive Director

Introduction of Guests:

- Bernadette Byrne, MWI/VMC Secretary
- Jamie Peters-Connolly, KOZT/VMC Executive Member
- Ramon Jimenez, VMC Staff

III. CHAIR’S COMMENTS: N/A

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. CONSENT AGENDA ITEMS Discussion Possible Action

- Minutes from 11.3.2020 Meeting
 - Motion by JS, 2nd by SC *Roll Call Vote, Motion Carries*

VI. ADDITIONAL ITEMS FOR REVIEW Discussion Possible Action

- Financial Statements
 - November 2020 | Approve for Board Approval
 - Motion by JS, 2nd by SC *Roll Call Vote, Motion Carries*
- Cash Flow and Budget Tracking | Discussion
- NOTE* BoD Vice Chair JS has reviewed all Credit Card charges and Employee reimbursements from 3/2020 to 11/2020
- The ED suggested that the committee direct staff to create a budget 16% under collections for 21/22 budget this would allow the organization to save roughly \$140k per year over two years to increase reserves to allow the organization to remain in a solid financial state in emergent situations. The members of the committee agree and request a budget draft for the January Board meeting.

VII. FUTURE AGENDA ITEMS Discussion

N/A

VIII. NEXT MEETING Discussion

TENTATIVE: Tuesday, February 2, 2021 12:00 PM, 105 West Clay Street, Ukiah CA 95482

CALL IN LOCATION: Redwood Empire Fair Grounds, 1055 N State St, Ukiah CA 95482

IX. ADJOURN Action

- Motion by JS at 12:52 PM