



MENDOCINO COUNTY TOURISM COMMISSION, INC.

Finance Committee Minutes

DATE: Wednesday, September 26, 2018 TIME: 11:00 AM

PLACE: 105 W. Clay Street Ukiah CA 95482

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

*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

11:01 AM

II. ROLL CALL

a. Board Member	Attendance Status	Title
John Kuhry (JK)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Chair/At Large Member
Jennifer Seward (JS)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Treasurer/Arts Organization/Attractions
Jitu Ishwar (JI)	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	Inland Large Lodging Operator

b. Staff Member	Attendance Status	Title
Travis Scott (TS)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Executive Director
Emily Saengarun (ES)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Administrative Services Manager
Daphne Haney (DH)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Contractor/Accountant

c. Introduction of Guests

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 8.29.2018 Discussion Possible Action

JK moved to approve, JS 2nd: motion approved

VI. REVIEW August Credit Card Statement Discussion

VII. REVIEW CURRENT STAFF & CONTRACTOR REIMBURSEMENTS Discussion

JS requested tagging what contractor checks are for, for quick review

VIII. REVIEW AND POSSIBLE ACTION TO APPROVE August 2018 Financial Statements Discussion Possible Action

JK moved to approve, JS 2nd: motion approved

- TS to email Sherry for a percentage review of the Host Compliance Project
- JK would like to review spending more in marketing in the next marketing budget and requested research into a data collection system for the TOT and BID information. JS noted we should we review what is already out there and recommended we do an assessment would the stakeholders. JK and JS agreed the assessment would be the first step, requested 3 bids on a need’s assessment within the next few BOD meetings.

IX. SET NEXT MEETING

DATE: Wednesday, October 31, 2018 TIME: 11:00 AM

X. ADJOURN

JS moved: meeting adjourned at 11:28AM