



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

DATE: Wednesday, September 25, 2019 TIME: 11:00 AM

PLACE: 105 W. Clay Street Ukiah CA 95482

CONFERENCE BRIDGE NUMBER: (707) 671-7833, Conference Number: 1286 #, Participation PIN: 50-8962 #

*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

11:02 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 type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	Contractor/Accountant
c. Introduction of Guests		
None		

III. CHAIR'S COMMENTS

None

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

- a. Minutes from 9.3.2019 Meeting
JK motioned for approval, JS 2nd the motion, motion passed, 1 absent.

VI. ADDITIONAL ITEMS FOR REVIEW Discussion

- a. Financial Statements
 - o August 2019 | Approve for Board Review/Approval Possible Action
JK motioned for approval, JS 2nd the motion, motion passed, 1 absent.
 - o Check Register
- b. Credit Card Statements | September 2019 (August 2019 Charges)
- c. Current Staff & Contractor Reimbursements | August 2019
- d. Credit Card Points Use

VII. FUTURE AGENDA ITEMS Discussion

NCTC Monthly Accounting

VIII. NEXT MEETING Discussion

~~TENTATIVE:~~ Wednesday, October 30, 2019 at 11:00 AM, 105 West Clay Street, Ukiah CA 95482 **(SET)**
CALL IN LOCATION: Redwood Empire Fair Grounds, 1055 N State St, Ukiah CA 95482

IX. ADJOURN Action

JK 11:26 AM