

**MENDOCINO COUNTY TOURISM COMMISSION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**DATE:** Wednesday, February 28, 2018 **TIME:** 1:00 PM

**PLACE:** 390 W Standley 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**

**II. ROLL CALL – Members Kuhry, Bradley, Dym, Ariosta, Byrne, Rodriguez, Ishwar present. Staff present, Interim Executive Director Cooper**

**III. CHAIR’S COMMENTS –** The chair noted that the Personnel Committee had met the previous week to discuss options concerning Executive Director Humason. Subsequent to that meeting, Kuhry announced that the organization had received a letter of resignation from Executive Director Humason.

**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. There was no public comment.

**V. CLOSED SESSION AGENDA – CONFIDENTIAL PERSONNEL MATTER**

**VI. REPORT OUT OF CLOSED SESSION:**

1. Interim Executive Director Cooper was instructed to design and implement a staffing and organizational plan and submit to the Personnel Committee for review and approval; post the opening for MCTC Executive Director on employment sites including local papers, LinkedIn, Indeed and other sites deemed appropriate; and to work with an Ad Hoc Selection Committee to bring a suitable candidate to the board for final review and approval.
2. Chair Kuhry/Executive Director Cooper to email full board to recruit for Ad Hoc Selection Committee.

**VII. Review and Approval of Revised Quarterly Report**

After discussion, Member Dym motion to approve the revised report format, Member Byrne second

**Motion Approved 7-0.**

**VIII. FUTURE AGENDA ITEMS**

1. Budget Review, b. Update on Mushroom Festival Revamp/Redesign ideas

**IX. NEXT MEETING** – March 14, 2018 in Fort Bragg

**X. ADJOURN**