



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

DATE: Wednesday, April 29, 2019 TIME: 12:00 PM

PLACE: 105 W. Clay Street Ukiah CA 95482

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

CALL IN NUMBER: (605) 562-0400, access code 443-8581#

*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

12:05 PM

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		

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. CONSENT AGENDA ITEMS Discussion Possible Action

- Minutes from 4.3.2019 Meeting
 - March 2019 Financial Statements
- JK motioned for approval of the consent agenda items as shown, JS 2nd, consent agenda approved**

VI. ADDITIONAL ITEMS FOR REVIEW Discussion

- Mid Year Budget Adjustments (**See Attachment**) Possible Action
JK motioned for approval of Mid-Year Budget Adjustments as shown in the attachment, JS 2nd, approved
JK – would like the removal of the term “57 Website Development” from the budget.
- ~~Approval of up to \$30k Nonbudgeted Dollars for Possible Uncontracted Marketing Opportunities, This FY Possible Action~~ – Removed from agenda, no action taken
- April Credit Card Statement (March Charges)
- Current Staff & Contractor Reimbursements
 - JS - Issue TS 50% bonus
- Credit Card Points Use

X. FUTURE AGENDA ITEMS Discussion

XI. NEXT MEETING Discussion

~~SET / TENTATIVE: Wednesday, May 29, 2019 at 11:00 AM~~ **May 22, 2019 at 11:00 AM**
105 West Clay Street, Ukiah CA 95482
Call-in: Redwood Empire Fair Grounds, 1055 N State St, Ukiah CA 95482

XII. ADJOURN Action

12:30PM