



**MENDOCINO COUNTY TOURISM COMMISSION, INC.**

**FINANCE COMMITTEE MINUTES**

**DATE: Wednesday, August 7, 2019 TIME: 12:30 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**

12:30 PM

**II. ROLL CALL**

<b>a. Board Member</b>	<b>Attendance Status</b>	<b>Title</b>
John Kuhry (JK)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Chair/At Large Member
Jennifer Seward (JS)	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	Treasurer/Arts Organization/Attractions
Jitu Ishwar (JI)	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Inland Large Lodging Operator
<b>b. Staff Member</b>	<b>Attendance Status</b>	<b>Title</b>
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 (Joined at 12:40 PM)
<b>c. Introduction of Guests</b>		
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.

None

**V. CONSENT AGENDA ITEMS  Discussion  Possible Action**

- a. Minutes from 6.26.2019 Meeting  
**JI motioned for approval of the consent agenda, JK 2<sup>nds</sup> the motion, motion approved, 1 absent**

**VI. ADDITIONAL ITEMS FOR REVIEW  Discussion**

- a. Financial Statements
  - o June 2019 | Approve for Board Review/Approval  Possible Action  
**JI motioned to approve the June 2019 Financial Statements for Board Review/Approval, JK 2<sup>nds</sup> the motion, motion approved, 1 absent**
  - o Check Register | Review
- b. Credit Card Statements | Review | July 2019 (June 2019 Charges)
- c. Current Staff & Contractor Reimbursements | Review | June 2019
- d. Credit Card Points Use | Update
- e. Create Proposed Resolution to Move Savings to RCU + Open New Credit Card | See Sample/Attached  
**JI recommends to create the proposed resolution to move VMC savings account to the Redwood Credit Union + open a new credit card, as the sample attachment is written and bring this resolution before the Board, JK 2<sup>nds</sup> the recommendation, motion carries.**

**VII. FUTURE AGENDA ITEMS  Discussion**

**VIII. NEXT MEETING  Discussion**

**SET TENTATIVE:** Wednesday, August 28, 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

**IX. ADJOURN  Action**

12:47 PM