



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

DATE: Tuesday, March 3, 2020 TIME: 11:30 PM

PLACE: 105 W. Clay Street Ukiah CA 95482 | CALL IN LOCATION: 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

11:35 AM

II. ROLL CALL

Board Member	Attendance Status		Title
Scott Connolly	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	BOD Treasurer Medium Lodging Operator; Coastal
Jennifer Seward (JS)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	BOD Vice Chair At Large
Jitu Ishwar (JI)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	BOD Member Large, At Large Lodging Operator; Inland
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

Introduction of Guests

Cally Dym

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 2.4.2020 Meeting
JI motioned for approval, SC 2nd the motion, all present approved, motioned passes.

VI. ADDITIONAL ITEMS FOR REVIEW Discussion

- Financial Statements
 - January 2020 | Approve for Board Review/Approval Possible Action
JI motioned for approval, JS 2nd the motion, all present approved, motioned passes.
 - Check Register: 1/1/2020 to 1/31/2020
- Credit Card Statements | Discussion on VMC/MCTC Financial Policies
 - February 2020 (January 2020 Charges)
- Current Staff & Contractor Reimbursements
 - January 2020
- Credit Card Points Use | No Changes at this time
- Cash Flows w/ all Current Payments
- Open a Line of Credit w/ Savings Bank – 200k max
- Presentation of VMC/MCTC FY 2018/19 Financial Audit
JI motioned for approval, JS 2nd the motion, all present approved, motioned passes (with the updated of changing 501c3 to 501c6)
- First Draft 2020_2021 Budget | TS: cut San Diego & LA from 2020/2021 Budget

VII. FUTURE AGENDA ITEMS Discussion

VIII. NEXT MEETING Discussion

SET TENTATIVE: Tuesday, April 7, 2020, 105 West Clay Street, Ukiah CA 95482 | CALL IN LOCATION: Redwood Empire Fair Grounds, 1055 N State St, Ukiah CA 95482 | **At: 11:30 AM**

IX. ADJOURN Action | JS Called at 12: 59 PM