



## MENDOCINO COUNTY TOURISM COMMISSION, INC.

### FINANCE COMMITTEE AGENDA

DATE: Friday, April 10, 2020 TIME: 9:00 AM

CALL IN LOCATION: ZOOM <https://zoom.us/j/668910935>

\*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

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

#### Introduction of Guests

MCTC Board President, 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 3.3.2020 Meeting
  - *JI motioned/JS second – Roll call vote, all approved*

#### VI. ADDITIONAL ITEMS FOR REVIEW Discussion Possible Action

- Financial Statements
  - February 2020 | Approve for Board Approval
    - *JS motioned/JI second – Roll call vote, all approved*
- Cash Flow and COVID-19 Budget Reductions | Approve for Board approval
  - *JI motioned/JS second – Roll call vote, all approved*
- Move Checking and Savings Accounts to SBMC | Approve for Board Approval
  - Relief Loan up to \$25,000
  - Apply for SBMC Credit Card
    - *SC motioned/JI second – Roll call vote, all approved*
- Draft 2020\_2021 Budget | Approve for Board Approval
  - *JS motioned/JI second – Roll call vote, all approved with changes: remove sponsorship \$ and place those dollars into marketing account 5130*

#### VII. FUTURE AGENDA ITEMS Discussion

#### VIII. NEXT MEETING Discussion

TENTATIVE: Tuesday, May 5, 2020, 105 West Clay Street, Ukiah CA 95482

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

#### IX. ADJOURN Action

*JS motioned for adjournment @ 2:14p*