



**MENDOCINO COUNTY TOURISM COMMISSION, INC.**

**Finance Committee Agenda**

**DATE: Wednesday, October 31, 2018 TIME: 11:00 AM**

**PLACE: 105 W. Clay Street Ukiah CA 95482**

**CALL-IN: 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**

**II. ROLL CALL**

<b>a. Board Member</b>	<b>Attendance Status</b>		<b>Title</b>
John Kuhry (JK)	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	Chair/At Large Member
Jennifer Seward (JS)	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	Treasurer/Arts Organization/Attractions
Jitu Ishwar (JI)	<input 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 type="checkbox"/> Present	<input type="checkbox"/> Absent	Executive Director
Emily Saengarun	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	Administrative Services Manager
Daphne Haney	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	Contractor/Accountant
<b>c. Introduction of Guests</b>			

**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. APPROVE MINUTES FROM 09.26.18**  Discussion  Possible Action

**VI. REVIEW September Credit Card Statement**  Discussion  Possible Action

**VII. REVIEW Current Staff & Contractor Reimbursements**  Discussion  Possible Action

**VIII. REVIEW AND POSSIBLE ACTION TO APPROVE September 2018 Financial Statements**  Discussion  Possible Action

**IX. SET NEXT MEETING**

**X. ADJOURN**