



# MENDOCINO COUNTY TOURISM COMMISSION, INC.

## FINANCE COMMITTEE Minutes

DATE: Tuesday, December 7, 2022, TIME: 12:00 PM

CALL IN LOCATION: ZOOM | <https://us02web.zoom.us/j/85189157608>

\*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.

### 1. CALL TO ORDER 12:06 PM by SC

### 2. ROLL CALL

Board Member	Attendance Status	Title
Kasie Gray (KG)	X Present <input type="checkbox"/> Absent	BOD Treasurer   Inland Promotional
Scott Connolly (SC)	X Present <input type="checkbox"/> Absent	BOD Chair   Medium Lodging Operator; Coastal
Cally Dym (CD)	X Present <input type="checkbox"/> Absent	BOD Vice Chair   Large Lodging Operator
Bernadette Byrne (BB)	<input type="checkbox"/> Present X Absent	BOD Secretary   Winery/Winegrower
Staff Member	Attendance Status	Title
Travis Scott (TRS)	X Present <input type="checkbox"/> Absent	Executive Director

#### Introduction of Guests:

Ramon Jimenez, VMC Marketing Manager

### 3. CHAIR/TREASURER COMMENTS: N/A

### 4. 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.

### 5. CONSENT AGENDA ITEMS: Discussion Possible Action

- Minutes from 11.18.2022 Meeting
  - Motion by CD/Second by SC: Roll Call Vote – Motion Carries

### 6. ITEMS FOR REVIEW: Discussion Possible Action

- Financial Statements
  - October 2022 | Approve for Board Approval | See Attachment
- Motion by CD/Second by SC: Roll Call Vote – Motion Carries
- Review Cash Flow Spreadsheet
- Budget Augmentation:
  - Move \$70,000 from 3900 (Retained Earnings) to 8510 (Salaries & Wages) to fund Development Manager position
  - Move \$100,000 from 3900 (Retained Earnings) to 5130 (Print & Online Advertising) for brand launch quarter campaign
  - Move \$15,000 from 3900 (Retained Earnings) to 6720 (Event & Festival Guides/Print Material) visitor guide printing
    - Motion to approve the slate of budget augmentations as presented by CD Second by SC : Roll Call Vote – Motion Carries

### 8. FUTURE AGENDA ITEMS: Discussion

### 9. NEXT MEETING: Discussion

TENTATIVE: DISCUSSION

### 10. ADJOURN: Action

- Motion by CD @ 12:28PM