



north lake tahoe

Chamber | CVB | Resort Association

FINANCE COMMITTEE MEETING - Minutes Draft

Monday, May 29, 2018 at 3:00 P.m.

NLTRA Conference Room – Upstairs
100 N. Lake Blvd, Tahoe City, CA 96145

- A. Call to Order – Establish Quorum – 3:02 pm, quorum established (5)
- B. Roll Call:
 - Members in Attendance: Jim Phelan – Board Member
 - Members via Phone: Christy Beck – Board Member, David Brown, Mike Salmon, Ramona Cruz, Erin Casey – County, Chad Fenstermacher - County
 - Staff in Attendance: Cindy Gustafson, Daphne Lange, Bonnie Bavetta, Lauren Sully, DeWitt Van Siclen
- C. Public Forum – No public comment
- D. Agenda Amendments and Approval
 - No amendments to agenda
 - **MOTION** to approve agenda; Jim Phelan - moved; Mike Salmon - second; passed 5-0-0
- E. Approval of Finance Committee Minutes:
 - **MOTION** to approve minutes of April 30, 2018 meeting; David Brown – moved, Mike Salmon – second, approved 5-0-0
- F. Items for Committee Review, Discussion and/or Recommendations
 - **Review Staff Report** – Financial reports through April 30, 2018 reviewed and discussed
 - **Review Staff Action Items** – Christy Beck noted Item 26 can be removed. No updates to other action items. Action items to be addressed in June 2018
- G. Approval of April 2018 Financials
 - **MOTION** to approve April 30, 2018 financials; Mike Salmon – moved, David Brown – second, approved 5-0-0
- H. FY 2018-19 Budget & Scope of Work Review
 - FY 2018-19 Budget presented and discussion followed
 - Changes to the budget provided in the original meeting packet included the addition of the Tourism Master Plan Implementation funding as a separate budget category (\$8,740) and modifications of G&A allocations associated with that change. Additionally, \$40,000 in Non-NLT Coop Marketing will move from the Marketing budget to the VIC budget
 - The Finance Committee’s role in budget review and/or approval was discussed. It was concluded that the Finance Committee was not in a position to approve the budget as they have not participated in nor reviewed the County Contract or Scope of Work agreement.
- I. Supplemental Information
 - Review and discussion of the April 2018 Dashboard Report
 - Sales Tax Revenue quarters will be corrected to note appropriate months
- J. Approval of CEO Expenses for April 2018
 - **MOTION** to approve David Brown - moved. Jim Phelan - second, approved 5-0-0
- K. Agenda Input for Next Finance Committee Meeting
 - Add discussion of the roles of the Finance Committee to next month’s agenda
- L. Next Meeting Date – June 26, 2018 3:00pm
- M. Committee Member Comments- No comments
- N. Adjourn - 3:52pm