

# Explore Butte County Board of Directors

[Our Logo Here]

Regular Meeting Agenda  
February 11, 2016

**Meeting Location:**  
Paradise Skypark  
4405 Airport Rd  
Paradise, CA 95969

Members of the Board

Bruce Spangler, President  
Brook Smith, Vice President  
Dori Franklin, Secretary  
Sara Myers, Treasurer  
Eve Cayaban, Holiday Inn Chico  
Jennifer Macarthy, Butte County  
Kiran Paragji, America's Best Value Inn  
Nicole Johansson, Sierra Oro Farm Trail

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**1. 12:00pm – Call Meeting to Order**

- a. Roll Call –
  - i. Absent:

**2. Corrections and/or Changes to the Agenda**

- a. Board
- b. Public

**3. Consent Agenda**

- a. January 14, 2016 Meeting Minutes
- b. Treasurer Report

**4. Regular Agenda**

- a. Call to Order: should a prayer and flag salute be performed during the Call to Order?
- b. Jurisdiction Fees: Each jurisdiction under the assessment has been allotted 2% of the overall collected assessment as cost reimbursement for their services in collection of the assessment. Our discussion today deals with the billing and/or itemizing of this reimbursement.
- c. PO Box Report: we have established a PO Box in Chico, CA as of January 22, 2016. Our Mailing Address is PO Box 2154 Chico, CA 95927. Sara Meyers will be the only one able to make changes to the account.
- d. TriCounties Bank Account Report: We have successfully opened a bank account at TriCounties Bank in Chico. It is a standard business account, and our non-profit standing with the bank will need to be proved once we have the paperwork. Bruce Spangler provided the opening deposit of \$100.00 and will need that reimbursed once funds come available. Checks have not been ordered yet, we will wait until our first good deposit comes in before we do that. Sara Myers, Dori Franklin and Bruce Spangler are signers on the account.
- e. Amy Blaschka: Amy is the president of RBP Consulting and will be providing a presentation on her services as interim Executive Director. She will be sharing with us her skills at setting our organization up in the proper manner to be an affective TBID and help to guide in making decisions about the direction we take.

- f. Discussion on Interim Executive Director: Board will discuss this option, and possible discussion in closed session in regards to the cost (next month).
- g. CPA Recommendations: open the floor to directors that have been asked to seek out CPA information for the Explore Butte County to use for book keeping purposes.
- h. Finance Committee: set a committee to gather quotes and come back with recommendations on CPA and electronic filing system for Explore Butte County to use going forward. Also this committee needs to develop a budget, and put out a report monthly on the finances of Explore Butte County.
- i. Committees: discussion of other committees to be formed and emphasis on inviting interested parties from the community to participate in these committee meetings.
  - i. \_\_\_\_\_
  - ii. \_\_\_\_\_
  - iii. \_\_\_\_\_
- j. Advisory Board Positions: Please continue to impart to the community our desire to have advisory board members attend meetings. Ask any attending parties that may be interested in an advisory position to identify themselves.

**5. Public Comment**

**6. Closed Session (none)**

**Next Meeting Date:** March 10, 2016 12:00pm - Location: \_\_\_\_\_

**Adjournment**