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**TOURIST INFORMATION CENTER**

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**Board of Directors Meeting at the Chamber Office Blairsden  
December 12, 2017 at Noon**

**Minutes**

**Directors present:** Donna Mills – Vice President, Kathi Burton – Treasurer, David Folchi – Director, Patty Kirk - Director, Johna Berg – Director, Kim Fleeman – Director, Joanne Williamson – Director, Audrey Ellis – Executive Director. Matt Jedra U.S.F.S

**Conference Call:** Patricia Ryan – President

**Directors absent:** Leslie Ross.

**Minutes of last meeting:** Kathi Burton moved to approve the minutes from November 13, 2017 with a second from David Folchi. **APPROVED.**

NO PUBLIC COMMENT

Guest – John Steffanic unable to attend, Invite back in January or February.

**Old Business:**

- Kim and Audrey gave an update to the board on new members and possible new members. Audrey handed out a monthly report for board members on current membership.
- Audrey updated the board on the possibility of an ‘Art & Crafts’ fair in Portola.
- Audrey updated the board on the Adult Education grants.
- Patricia and Audrey updated the board on the ‘Portola Tree Lighting’ event. Very successful showing a good gross profit.

**New Business:**

- Linda updated the board on the ‘Common Good Foundation’ grant for \$1500, and announced that the chamber has been successful in the award.

**Treasurer’s report:** Kathi handed out financial report to board members, discussion from the board and a decision to host a ‘strategic Planning Meeting’ in January.

**USFS report:** Matt Jedra updated the board on ‘Permits’ during October thru December.



**Executive Director's Report – Audrey Ellis** Audrey motioned to the board to remove Steve Waasdorp from the checking account signature and place Donna Mills on. There was a second from David Folchi – APPROVED.

Board discussed various ways to bring income in to the tourist center. Donna Mills motioned to set up an Ad-Hoc committee to research and report back to the board with a second from Kathi Burton – APPROVED. Joanne Williamson will chair the committee, Johna Berg, Patty Kirk and Linda English volunteered.

**Next Meeting:** Strategic Planning Meeting on January 8, 2018 at 10 am.  
Board Meeting February 12, 2018 at noon.