



**Eastern Regional Tourism District (ERTD)
Finance Committee**

Regular Meeting

May 20, 2024 at 8:00am

Zoom:

<https://us02web.zoom.us/j/81169509259?pwd=UHd4ZnFyQThQWXpqTnZjbUIzUG1kQT09>

Dial in: +1 312 626 6799

+1 929 205 6099

+1 301 715 8592

Meeting ID: 811 6950 9259

Passcode: 134859

MEETING MINUTES

Attendees: Bruce Flax, Jill St. Clair, Fran Kefalas

Guests: Andrea Manning

1. Call to Order - The meeting came to order at 8:05am
2. Meeting Minutes Approval
 - a. 4/29/2024 - Fran Kefalas notes a change. Jill St Clair makes a motion to approve the minutes with noted edit. Fran Kefalas seconds. All in favor, the motion passes.
3. Review Financial Documents
 - a. Profit & Loss Statement
 - b. Balance Sheet

Discussion of remaining funds and timing takes place. A special meeting will be scheduled to devise a recommendation for the Executive Committee for spending

any remaining funds. Jill St. Clair notes an error in the coding of an expense.

Andrea Manning will correct and redistribute to the committee for approval.

4. Media Storm LLC Refund - Discussion of how to handle the refund of \$2,655.94 takes place. Bruce Flax will provide an email trail on the history of the refund.
5. Other Business - Andrea Manning alerts the committee to a \$63 increase in the shipping total for the brochure print from Phoenix Press, Inc, as reflected in their invoice.

Jill St Clair makes a motion to approve the expenditure. Fran Kefalas seconds. With no opposition the motion passes.

6. Adjournment. Jill St Clair made a motion to adjourn. Fran Kefalas seconded. All in favor, the meeting adjourned at 8:15am