



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

Regular Meeting

April 28, 2025 at 8:00am

Zoom:

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

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Meeting ID: 811 6950 9259

Passcode: 134859

Meeting Minutes

Attendees: Bruce Flax, Jill St. Clair, Shannon Fagan

Guests: Andrea Manning

1. Call to Order - Meeting
 - a. Bruce Flax called the meeting to order at 8:03am.
2. Meeting Minutes Approval
 - a. 3/31/25 Meeting Minutes
 - i. Jill St. Clair made a motion to approve the minutes as presented, seconded by Shannon Fagan. All in favor, the motion passed.
3. Review Financial Documents
 - a. Profit & Loss Statement
 - i. Jill St. Clair made a motion to approve the P&L, seconded by Shannon Fagan. All in favor, the motion passed.
 - b. Balance Sheet
 - i. Jill St. Clair made a motion to approve the P&L, seconded by Shannon Fagan. All in favor, the motion passed.
4. Invoice Approvals
 - a. Chamber of Commerce of Eastern Connecticut
 - i. March 2025 Administrative Fees
 1. Jill St. Clair made a motion to approve the expenditure, seconded by Shannon Fagan. All in favor, the motion passed.

- b. Quinn & Hary
 - i. May Media Spend
 - 1. Shannon Fagan made a motion to approve the expenditure, seconded by Jill St. Clair. All in favor, the motion passed.
- 5. Other Business
 - a. The committee reviewed and discussed remaining expenses and possible applications for the remaining funds, such as an influencer campaign, to be determined by the Marketing Committee.
- 6. Adjournment
 - a. Jill St. Clair motioned to adjourn, seconded by Shannon Fagan. All in favor, the meeting adjourned at 8:15am.