



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

Regular Meeting

March 30, 2026 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

1. Call to Order
 - a. Bruce Flax called the meeting to order at 8:03am.
2. Meeting Minutes Approval
 - a. 1/30/26 Meeting Minutes
 - i. Jill St. Clair made a motion to approve, noting one edit. Fran Kefalas Seconded the motion. All in favor, the motion passed.
 - ii. Jill noted editjill, fran, aif
3. Review Financial Documents
 - a. Profit & Loss Statement
 - i. Jill St. Clair made a motion to approve the P&L, seconded by Fran Kefalas. All in favor the motion passed.
 - b. Balance Sheet
 - i. Jill St. Clair made a motion to approve the Balance Sheet, seconded by Fran Kefalas. All in favor the motion passed.
4. Invoice Approval
 - a. Quinn & Hary
 - i. Invoices will be distributed by email when they become available.
 - b. Chamber of Commerce of Eastern Connecticut
 - i. February Administrative Invoice
 1. Fan Kefalas made a motion to approve the Chamber's February Invoice, seconded by Jill St. Clair. All in favor, the motion passed.

5. Bid Tabulation Review
 - a. Brochure Printing
 - i. A discussion on the
 - ii. Jill St. Clair made a motion to approve AM Lithography as the printer as long as the quote is inclusive of shipping. Fran kefalas Seconded the motion. All in favor, the motion passed.
 - b. Brochure Distribution
 - i. Jill St. Clair made a motion to approve CTM as brochure distributor, seconded by Fran Kefalas. All in favor, the motion passed.
6. Payment Procedure Discussion
 - a. The committee discussed moving to an ACH model for payments to specific vendors. The committee will continue looking into it, and check in with the state on potential limitations.
7. Other Business
 - a. No other business.
8. Adjournment
 - a. Fran kefalas made a motion to adjourn, seconded by Jill St. Clair. All in favor, the meeting adjourned at 8:27am.