



north lake tahoe
Incline Village/Crystal Bay Visitors Bureau

AGENDA
Board Meeting
Lake Tahoe Incline Village Crystal Bay Visitors Bureau
Wednesday January 18th, 2017 3:00 pm

The Board of Directors of the Lake Tahoe Incline Village Crystal Bay Visitors Bureau will hold their monthly meeting on Wednesday January 18th, 2017 beginning at 3:00 pm. The meeting will be held at the Incline Village Crystal Bay Visitor Bureau office located at 969 Tahoe Blvd, Incline Village, NV 89451.

Public Comment will be at the beginning and ending of this meeting, and is limited to three minutes. The public is encouraged to comment on all agenda items as well as issues not on the agenda during the Public Comment period. Agenda items may be taken out of order, may be combined for consideration by the Board, and may be removed from the Agenda at any time. Members of the public desiring to speak must complete a “Request to Speak” form and return it to the IVCBVB clerk at the beginning of the meeting. Comments based upon viewpoint may not be restricted by the Board.

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| I. Call to Order/Roll Call | Heather Bacon |
| II. PUBLIC COMMENT – Pursuant to NRS 241.020
This is the time for public to comment on any matter whether or not it is included on the Agenda of this meeting. | Heather Bacon |
| III. Approval of Agenda (For Possible Action) | Heather Bacon |
| IV. Approval of November Board Minutes (For Possible Action) | Heather Bacon |
| V. Review of December Financial Statement
(For Possible Action) | Andy Chapman/
Ava Hinojosa |
| VI. Review and Discussion on FY 2016/17 Budget Reforecast
(For Possible Action) | Andy Chapman |
| VII. Review of \$150K Supplemental Budget Use | Andy Chapman |
| VIII. 2017/18 Budget Development Timeline | Andy Chapman |
| IX. Review of December Dashboard Report
a. Total Taxable Revenues
b. Grant Revenues
c. November Occupancy Report
d. November Room Rate Comparison
e. November Visitor Center Traffic Log | Andy Chapman |

- f. Merchandise Sales
- g. Activity Tickets & Concierge Sales
- h. Conference Revenue Stats
- i. Reno Tahoe International Airport Stats – November
- j. DestiMetrics Occupancy Stats – December

- X. Coop Departmental Reports Andy Chapman
 - a. Conference Sales
 - b. Leisure Sales
 - c. Website Content
 - d. Communications/Social
 - e. Advertising

- XI. Management Reports Staff
 - a. Operations & Finance Director Report
 - b. Business Development Manager Report
 - c. CEO Written Report

- XII. Old Business Heather Bacon
 - a. Update on Hyatt GM Board Replacement

- XIII. New Business Heather Bacon
 - a. Board Retreat March 15th (Location TBD)

- XIV. PUBLIC COMMENT – Pursuant to NRS 241.020 Heather Bacon
This is the time for public to comment on any matter whether
or not it is included on the Agenda of this meeting.

- XV. Adjournment – (For Possible Action)

Physically disabled persons desiring to attend should contact Ava Hinojosa at (775) 832-1606.
Support materials can be found at <https://www.gotahoenorth.com/north-lake-tahoe/business-community/incline-village-crystal-bay-visitors-bureau/>

Public Postings:

Incline Village Post Office
Crystal Bay Post Office
Incline Village Crystal Bay Visitor Bureau

IVGID Office
Incline Justice Court
Nevada notices - <http://www.notice.nv.gov>