



**Pleasant Hill Tourism Improvement District (PHTID)  
Committee Meeting Minutes  
May 25, 2022  
9:00am-10:54am  
LiveMeeting Homewood Suites Pleasant Hill**

**Members in Attendance:**

JC Medina, Board Chair  
Paul Gaines, Secretary  
Richard Chanofsky, Treasurer  
Tony Patel  
Zach Seal

**Guests in Attendance:**

Tracie Collins

**Staff in Attendance:**

Patricia Snowden, CEO  
Viola Ncube, DOSM

**Absent:**

Cecilia Ignacio  
Margaret Manzo

**Welcome and Call to Order**

JC Medina called the meeting to order at 9:05am

**Public Comment** (for any item that is not on the agenda; please limit to 2 minutes)

No public Comment

**Approval of Minutes for April 2022 Board Meeting**

Motion to approve the March minutes made by Zach, seconded by Richard, the motion passed unanimously.

**Financials for April 2022**

There were no financials go approve this month since we are just now onboarding a new accountant. Will review and approve each months financials as they are produced by the new accountant, Jitasa. Onboarding with the new firm will take place on June 7<sup>th</sup>.

**Board Member and Director Status**

This is J.C. Medina's last day on the board, he is leaving his job in Pleasant Hill effective May 31.

Discussion for the replacement chair to replace J.C. Richard was elected as dual Chair & Treasurer. Tracie Collins, GM, will be the representative on the Board, from Residence Inn, moving forward.

Motion called by Paul, Zach seconded motion passed

**Adopt New Policies**

Several board members did not have time to read through the policies, so this was tabled to next months board meeting.

**22-23 Budget Discussion-1<sup>st</sup> draft**

Budget was sent in the meeting packet, some discussion ensued, board did not feel ready to vote and would like more time to go over and formulate questions for Viola and Trish. Board agreed to call a special meeting to discuss and finalize the budget, on June 1<sup>st</sup> at 9am.

**New Business**

Zach reported Morgan Territory Brewery and Paris Baguette are new establishments coming to the downtown area. No time frame known at this time.

**Committee Member Reports**

None

Meeting adjourned at 10:07am

The next meeting will be held on Wednesday, June 22, 2022

Respectfully submitted by Paul Gaines, Secretary