

# Calistoga TBID Committee

BOARD MEETING AGENDA  
01-24-2011  
Calistoga Chamber of Commerce Office  
Calistoga, CA  
10:00 AM – 11:00 AM

The Calistoga TBID Committee has been established by statute to oversee the expenditure of locally collected Tourist Business Improvement District (TBID) funds.

Meetings are open to the public and announced in advance.  
Committee members are:

Chris Canning- Chamber of Commerce	Michael Quast – Roman Spa
Michael Dunsford- City Council	Richard Spitler- City Manager
Joe Hensley- Aurora Park Cottages	Michael Woods- Mount View Hotel
Richard Hill- Solage Calistoga	

Call meeting to order:

Roll Call:

Public Comment:

Consent Items:

- Financial Report December 2010

Action Items

- Confirm Officers (Chair, Co-Chair, Treasurer, Secretary)
- Confirm establishment of Local TBID bank account with all supporting documentation
- Establish process for reviewing requests for funding from TBID funds
- Receive presentation requesting funding for Calistoga's participation in the International Travel trade show (Pow-Wow)
- Consideration of funding support for Napa Valley Film Festival
- Compile ideas for current or future projects
- Determine regular meeting schedule

Updates / Reports

- NVDC overview Year-To-Date
- Ideas and questions to be posed at next NVDC Board Meeting

Adjourn

# Calistoga TBID Committee

Board Meeting Action Items/Minutes  
01-24-2011  
Calistoga Chamber of Commerce Office  
Calistoga, CA  
10:00 AM – 11:00 AM

BOD Attendees: Chris Canning, Michael Dunsford, Richard Hill, Michael Quast, Richard Spitler, Michael Woods

Absent: Joe Hensley

Call to Order: 10:05 AM

## Financial Report:

- No report presented nor action taken
  - Bank account has not been opened; awaiting final signatures for transfer of funds from City to TBID account
  - Should be completed by Jan. 31st

## Action Items:

- BOD Officers were Confirmed for one year term:
  - M. Quast- Chairman
  - J. Hensley- Vice-Chair
  - R. Hill- Treasurer
  - C. Canning- Secretary
- Agreed to use NVDC outlined process for review of requests for funding
  - Canning will gather the materials for the next meeting.
- Approved participation and funding for the International Travel Show (Pow-Wow) at \$10,000.
  - Discussed eligible delegates and potential for additional representation
  - What will the focus and differentiating point be for Calistoga (i.e. focus on the water)?
- Postponed discussion on funding request for the Napa Valley Film Festival
- Agreed to meet on February 7<sup>th</sup> to have an in depth discussion on future utilization of local TBID funds. Short-term and long-term strategies to be discussed.
  - Establish a working budget from which to base future financial decisions
  - Establish process for funding

## Updates & Reports:

- Next Board meeting (working session): Feb. 7<sup>th</sup> (Mon.) @ 12:00 PM @ Solage
  - Lunch at 12:00 PM
  - Working session: 1:00 PM to 3:00 PM

Meeting adjourned at – 11:22 AM  
Action Items submitted by C. Canning