

**COMMITTEE MEMBERS**

Cortney Young, Chair  
Richard Jay, Vice Chair  
Kitty Jung, Member  
Carol Chaplin, Member  
Art Sperber, Alternate  
Shaun Carey, Alternate  
Jennifer Cunningham, Ex Officio  
**Staff Liaison**  
Randall Carlton, Chief Finance &  
Administration Officer



**PRESIDENT/CEO**  
Daren Griffin, A.A.E.

**CHIEF LEGAL COUNSEL**  
Jenn Ewan

**BOARD CLERK**  
Lori Corkery

**MINUTES**

**Finance & Business Development Committee**  
**Tuesday, February 11, 2025 | 9:00 AM**  
**Reno-Tahoe International Airport, Reno, NV**  
**Administrative Offices, Second Floor**

**1. INTRODUCTORY ITEMS**

Chair Young called the meeting to order at 9:06 a.m.

**Members Present:** Cortney Young  
Richard Jay  
Kitty Jung  
Carol Chaplin

**2. PUBLIC COMMENT**

There were no comments from the public.

**3. APPROVAL OF MINUTES**

**3.1 January 7, 2025, Finance & Business Development Committee meeting**

There being no corrections, the Minutes from January 7, 2025, were approved as presented

**4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS**

None

**5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON FEBRUARY 13, 2024**

**5.1 Board Memo No. 02/2025-07 (For Possible Action):** Review, discussion and potential authorization for the President/CEO to execute a 5-year contract with Alliant Insurance Services, Inc. to provide insurance brokerage and risk management services in the amount of \$337,500

This item was presented by Randy Carlton, Chief Finance and Administration Officer. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on February 13, 2025, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a 5-year contract with Alliant Insurance Services, Inc. to provide insurance brokerage and risk management services in the amount of \$337,500.”*

**Moved by:** Richard Jay

**Seconded by:** Kitty Jung

**Aye:** Trustees Chaplin, Jung, Sperber, Young

**Result:** Passed unanimously

## **6. MONTHLY ADMINISTRATIVE REPORTS *(provided for reference only)***

**6.1 Administrative Award of Contracts (Expenditures)**

**6.2 Administrative Award of Contracts (Revenues)**

**6.3 Financial Reporting Package**

There was no discussion on these items.

## **7. MEMBER COMMENTS, QUESTIONS AND REQUESTS**

There were no comments from the Committee.

## **8. PUBLIC COMMENT**

There were no comments from the public.

## **9. ADJOURNMENT**

The meeting was adjourned at 9:16 a.m.