

## 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, April 8, 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 9:00 a.m.

**Members Present:** Cortney Young  
Richard Jay (by Zoom)  
Kitty Jung  
Carol Chaplin (by Zoom)

## 2. PUBLIC COMMENT

There were no comments from the public.

## 3. APPROVAL OF MINUTES

### 3.1 March 11, 2025, Finance & Business Development Committee meeting

There being no corrections, the Minutes from March 11, 2025, were approved as presented.

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

None.

## 5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON APRIL 10, 2025

**5.1 Board Memo No. 04/2025-12 (For Possible Action):** Authorization for the President/CEO to execute a one-year extension of a Professional Services agreement for marketing services with KPS|3 in an amount not to exceed \$500,000

This item was presented by April Conway, Director of Marketing. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on April 10, 2025, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a one-year extension of a Professional Services agreement for marketing services with KPS|3 in an amount not to exceed \$500,000.”*

**Moved by:** Kitty Jung

**Seconded by:** Carol Chaplin

**Aye:** Trustees Chaplin, Jay, Jung, 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 9:08 a.m.