

ACTMD Meeting Minutes, Thursday December 11, 2025 (following ACT meeting) 10:30am

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In-Person Meeting + Zoom:

**Hotel Sutter (In Banquet Room)
53 Main Street
Sutter Creek, CA 95685**

Zoom: <https://us02web.zoom.us/j/81919023274?pwd=a0xndXlldnQzdWk0dncveGNwZ3Jtdz09>

In attendance: Zoom: Cynthia, Ayushi, Erik, George, Dave, Laura In Person: Kirsten, Alyssa, Kathleen, Tracey, Sylvia

10:30 am Meeting Call to Order - Kathleen

- Welcome

ESTABLISHMENT OF QUORUM - quorum

CONFLICT OF INTEREST DISCLOSURE

Approval of Meeting Minutes - need changes to Zoom attendees

Public Comment - 2 minutes maximum None

ACTMD Update - Laura/Tracey/Kathleen

- NEW BOARD Announcement - list of new Board members read and congratulated. Kirsten reviewed how the organization will work going forward.
- - approval and election of the new ACT Board (11 members)
- - approval of the new ACT Board structure and term limits (4 years total)
- - approval of 4 invited seats for County organizations (non-voting)
- - approval of the new committees and their structure
- - approval to move forward with legal to create bylaws reflecting this new structure
- - approval to create policies so ACT is aligned to execute the approved TMD Plan
- All above approvals were put forth in a motion by Mr. Eckert and seconded by Mr. Booker, a unanimous vote of approval was given by all board members. All updates were approved.
- HDL update - Laura - MDP plan approved, County and HdL have an agreement, County and ACT have an agreement that will be adopted by consent agenda on December 16 by the Board of Supervisors. The plan did not include a penalty clause. Working with Greg Gillot Amador County Council to amend the TMD plan with penalty clause (which is same as TOT), HdL will contact lodging partners beginning in January and will collect 2025 fees. April will implement penalties and fees. The HdL fee submission portal is straightforward. All submissions are confidential. The Board is alerted when there are delinquent members. Discussion ensued. Laura has a spreadsheet of those who have asked for exemptions from the TMD.
- Laura will have a meeting with a committee for review exemptions - George, Cynthia, Sylvia will be on the committee. Kathleen to connect everyone
- Current Financials and obligations - all payments up to date.

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- ByLaws review - We need to amend the ACT ByLaws establish ByLaws for the organization going forward.
- Future Meeting dates of ACTMD/Lodging Alliance Board - **next meeting Thursday January 29 9am at Hotel Sutter**
- Meeting Concluded at 11:37am

Board of Directors vote approved by Bradley Booker and second by Dave Horner. Unanimous approval.

Marketing Programs

- Cap Radio - program initiated
- Static Billboard - need to select location of billboard