



**MEETING MINUTES
SJC LODGING TAX ADVISORY COMMITTEE
Tuesday, April 7, 2026**

10:00 a.m. Call to Order

Chair McVeigh called the meeting to order at 10:00 AM.

Present: Chair Kari McVeigh, Becki Day, Anna Maria de Freitas, Amy Frost, Libi Geddes, Nancy Stillger, Mariko McKittrick.

Staff: Climate & Sustainability Coordinator Angela Broderick, and Clerk to the Council Sally Rogers.

Excused Absences: None

Approval of Minutes:

MOVED by Ms. Geddes, seconded by Ms. De Freitas to approve the LTAC Meeting Minutes; December 3, 2025, and March 4, 2026, as presented. ALL AYES: MOTION CARRIED

Approval of Agenda:

MOVED by Ms. Day, seconded by Ms. De Freitas to approve the agenda, as amended, to add 1) Auditor budgeting and 2) Update that an email is created for LTAC, ltac@sanjuancountywa.gov. ALL AYES: MOTION CARRIED

Public Access Time: None

10:03 AM Discussion/Action:

To consider the following draft documents for review, revisions and possible adoption:

A) LTAC By-Laws (Approved by committee on 4/3/2026.)

Chair McVeigh provided an update regarding minor edits.

B) LTAC Master Plan

The committee reviewed, edited and discussed the LTAC Master Plan. Small typos were corrected, language change in Goal 1 to update language from “support” to “bolster” and under Investment Priorities include the last sentence into a bullet point as intended for the listing above. The committee took the following action:

MOVED by Ms. De Freitas, seconded by Ms. Geddes to approve the LTAC Master Plan and to send for recommendation of approval to County Council. ALL AYES: MOTION CARRIED.



C) LTAC General Information Process

The committee reviewed and edited the General Information Process document. No action taken, the committee will finalize this document in a future meeting, May 6, 2026.

D) LTAC Application

The committee reviewed and edited the Application. No action taken, the committee will finalize this document in a future meeting, May 6, 2026.

11:30 AM Discussion/Action: To set future LTAC meeting dates and times.

The next LTAC meeting was set for May 6, 2026, 10:00 – 11:00 AM to do a final review of the LTAC documents: LTAC General Information Process and the LTAC Application.

LTAC discussed the June 16th, 2026, Workshop for Applicants. Chair McVeigh, Kelsey and possibly PA's Office to attend. Participation of two committee members was asked for by the Chair; suggested to be a LTAC granter and recipient. Nancy Stillger and Mariko McKittrick volunteered to be present for the workshop.

Possible meeting dates for Fall presentations and committee review: 09/28/26, 09/29/26, 10/07/26, 10/09/26. Recommendations go to Council 11/10.

The committee discussed the dates for presentations in the Fall, an extra date was discussed, the dates are tentatively for: virtual meeting on September 15 at 9am – 12:pm, and all day, in person meetings for the dates September 28, 29, October 7, 9, 2026. Lunch will be provided. Recommendations for funding to go to County Council on November 11, 2026.

Discussion: -OPMA Training.

Chair McVeigh asked the committee to complete Open Public Meetings Act training. Ms. Rogers offered to email the committee with the training via email attachment and link, with a completion date for May 6, 2026.

12:04 p.m. Chair McVeigh adjourned the meeting.

Minutes were approved at the 05/06/26 LTAC meeting