

**Oxnard Convention & Visitors Bureau  
Executive Committee Minutes  
Wednesday, February 26, 2025  
Best Western Oxnard Inn**

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:30 a.m.

Committee members present: Steve Buenger, Ashley Golden, Dolores Licon and Michael Tripp

Committee members absent: Kristina Brewer

Also in attendance: Brittney Hendricks, Interim President/CEO, Julie Buffo and Michelle Flippo, staff members

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The January 22, 2025, Committee meeting minutes were reviewed and considered for approval. Michael Tripp made the motion to approve the minutes. Ashley Golden seconded the motion. Yes 3, No 0, Abstain 0 (Dolores Licon had not yet joined the meeting.)
2. Treasurer's Report: Michael gave the Treasurer's Report for January. Total Revenues for January were at \$87K. Brand Management expenses were \$96K. Office and Admin expenses were \$21K. Year to Date numbers for Total Revenues are \$805K with Brand Management expenditures at \$600.5K and Office & Admin expenses at \$151K. We ended the month with total cash on hand, plus receivables at \$549K. Ashley made the motion to approve the Treasurer's Report. Steve seconded the motion. Yes 3, No 0, Abstain 0 (Dolores Licon had not yet joined the meeting.)
3. Nominating Committee Discussion: Steve and Brittney met with prospective Board members, Mayor Pro Tem Gabe Teran, Randy Latimer and John Campbell. Ashley made the motion to present all three prospective Board members to the General Board for approval. Michael seconded the motion. Yes 3, No 0, Abstain 0 (Dolores Licon had not yet joined the meeting.)
4. President/CEO Report: Brittney provided the Committee with an overview of the job duties Julie has trained her on. She has joined the VCC and Cal Travel's Board of Directors. Daniel and Brittney met with Mayor MacArthur and provided an overview of Visit Oxnard's purpose and mission. She informed the Committee of things that she still needs to be trained on. Julie discussed the need to update our current by-laws. Since meeting frequency has changed, board absences need to be updated. Also, changes in the term limits need to be looked at. Julie and Brittney will be working with Civitas on this issue.

Steve Buenger adjourned the meeting without objection at 8:50 a.m.