

**Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Wednesday, March 22, 2023
Zoom Call**

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:35 a.m.

Committee members present: Steve Buenger, Ashley Golden, Dolores Licon and David Neel

Committee members absent: None

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

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The February 22, 2023, Committee meeting minutes were reviewed and considered for approval. Dolores Licon made the motion to approve the minutes. Ashley Golden seconded the motion. Yes 4, No 0, Abstain 0
2. Treasurer's Report: David Neel gave the Treasurer's Report for February. Total Revenues came in at \$62K for the month. Total expenditures for Brand Management were \$41K. Office Administration expenses were \$15K and Net Revenues for the month were \$5K. Year-to-Date Total Revenues were \$651K. Brand Management is at \$542K. Total Expenditures for the year are at \$142K. The Balance Sheet shows that we have \$667K in the bank at the end of February. Ashley made the motion to approve the Treasurer's Report. Dolores seconded the motion. Yes 4, No 0, Abstain 0
3. Nominating Committee Discussion: Julie presented the request to have Michael Tripp, Channel Islands Harbor Director, fill Marilyn Miller's seat on the Board since she is retiring. Our by-laws state that a representative from the Harbor is required to be on the Visit Oxnard Board. Julie also recently spoke with Joe Cabral about his availability to return to the Board in the new fiscal year. Ashley made the motion to approve to present Michael Tripp to the General Board for approval in April. David seconded the motion. Yes 4, No 0, Abstain 0

INFORMATIONAL ITEM:

President/CEO Report: Visit Oxnard moved their offices across the hall at Marine Emporium Landing this week. It is a larger space that is conducive for the whole staff to be in the office together and hold more regular office hours.

The team is working on the new fiscal year budget to present in June.

Michelle was selected as an Industry Leader awardee for the Smart Women In Meetings Awards.

“A Taco Story” won a platinum AVA Digital Award. It is also up for several other awards. We currently have 228 mobile pass sign-ups.

Brittney informed the committee about some possible grants that are available for art installations, wayfinding and improving the facilities at the Oxnard Transit Station. The Committee discussed the best way for Visit Oxnard to partner with the City to manage the possible grant applications.

COMMITTEE COMMENTS:

None

Steve Buenger adjourned the meeting without objection at 8:59 a.m.