

**Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Wednesday, March 27, 2024
Zoom Call**

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, David Neel and Michael Tripp

Committee members absent: None

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

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The February 28, 2024, Committee meeting minutes were reviewed and considered for approval. David Neel made the motion to approve the minutes. Ashley Golden seconded the motion. Yes 3, No 0, Abstain 1 (Michael Tripp) (Dolores Licon was not yet on the call)
2. Treasurer's Report: David gave the Treasurer's Report for February. Total Revenues for the month were at \$64K. OTMD funds came in at \$2k over budget. Total Brand Management was \$42.8K. Office and Admin expenses were \$18.2K. Year to date revenues are at \$701K. With Brand Management at \$540K and Office and Admin at \$174K, both right on target. At the end of February there was \$449K in the bank. Michael made the motion to approve the Treasurer's Report. Ashley seconded the motion. Yes 5, No 0, Abstain 0

INFORMATIONAL ITEM:

President/CEO Report: Brittney and Julie met the new general manager at Zachari Dunes. Julie will be meeting with her next week to discuss her joining the board. Julie and Steve will also be meeting with possible board members; Alan Garcia w/House of Tacos, Jeff Maulhardt w/Oxnard Historic Farm Park and Doug Riffenburgh w/Channel Islands Maritime Museum. Visit Oxnard has started working on the new fiscal year budget. They are also working with JNS, a new marketing agency, to create the new marketing plan and annual report. Elizabeth has received several pickups from her pitch on the Santa Barbara Whale Heritage Area and whale watching. The most recent was with the LATimes.com. She will report more on this at our next General Board meeting.

Visit Oxnard will be hosting a familiarization tour for media attending IPW in conjunction with Ventura County Coast. The entire board is invited, May 9th from 3:30-5:30 aboard the Scarlett Belle.

Julie will be out of the office April 10th – 19th, working remotely and taking some vacation.

The City's website will be going forward with their online permitting process and Visit Oxnard will be working closely with Samantha to make updates to the film website. Brittney also attended the Wayfinding Kick-off Meeting and was able to meet Seth the new project manager.

The City, Visit Oxnard and VCC will be meeting to discuss Dallas Cowboys Training Camp on Tuesday, April 9th.

COMMITTEE COMMENTS:

None

Steve Buenger adjourned the meeting without objection at 8:42 a.m.