

**Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Wednesday, August 17, 2022
Zoom Conference**

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:32 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 June 28, 2022, Committee meeting minutes were reviewed and considered for approval. Ashley Golden made the motion to approve the minutes. Steve seconded the motion. Yes 3, No 0, Abstain 0 (Dolores Licon was not yet on the call.)
2. Treasurer's Report: Steve gave the Treasurer's Report for June. Monthly Assessments came in on budget. Several line items were off budget due to timing issues. Five of the ten ARPA projects have been completed. At the end of June, there was \$782K in the bank. The process has started to open a sweep account with Community West Bank which will ensure the bank balance is effectively insured. He also reported on the July financials. Total Revenues for the month of July were \$78K. Compensation is off budget due to 3 payrolls in the month of July. There were a few invoices that did not come in on time, so they had to be rolled over into the new fiscal year. David Neel made the motion to approve the Treasurer's Report. Ashley seconded the motion. Yes 4, No 0, Abstain 0

INFORMATIONAL ITEM:

Steve opened the committee meeting with a tribute to Carmen Ramirez, Ventura County Board of Supervisors.

1. President/CEO Report: Discussion was made about Toby Valdez's exit from the Embassy Suites. Ashley requested Michelle to connect Lance with the Embassy and Luly with the City for her to help with available dates for the City Council and City Manager's office staff to attend the Ribbon Cutting for the Zachari Dunes on Mandalay Beach.
All the paperwork has been signed to open an ICS Sweep Account with Community West Bank. The annual report will be given to the City Council on September 20, 2022. Julie will be in town for this. Ashley will try to get a specific appointment time for the presentation.
Julie complimented the Visit Oxnard team for their efforts with Dallas Cowboys Training Camp and the first Oxnard Fan Night. Ashley asked how much TOT is paid by the Dallas Cowboys during their stay in Oxnard for Training Camp. Julie is going to reach out to Millicent.

COMMITTEE COMMENTS:

Steve requested that a discussion on board meeting attendance be added to the next Executive Committee meeting agenda.

Steve Buenger adjourned the meeting without objection at 8:57 a.m.