

Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Monday, October 28, 2020
Zoom Conference

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:31 a.m.

Committee members present: Steve Buenger, Joe Cabral, Ashley Golden and Dolores Licon

Committee members absent: None

Also in attendance: Julie Mino, President CEO and Michelle Flippo, staff member

Public in attendance: None

PUBLIC COMMENT: None

ACTION ITEMS:

1. Approval of Minutes: The September 23, 2020, committee minutes were reviewed and considered for approval. Dolores Licon made the motion to approve the minutes. Steve Buenger seconded the motion. Yes 3, No 0, Abstain 1 (Joe Cabral)
2. Treasurer's Report: Steve Buenger gave the Treasurer's Report for September. At the end of September, we had \$266K in the bank. We have \$87,500 in deferred revenue from the city funds. Our OTMD funds are over budget by \$34k year to date. Video and photography are under budget due to timing. Expenditures are also down \$32K due to timing of digital online ads. Rent and lease of buildings have doubled. We are now paying full rent and some extra. Net revenue is up due to the timing of the OTMD funding. Joe made the motion to approve the report. Ashley Golden seconded the motion. Yes 4, No 0, Abstain 0

INFORMATIONAL ITEM:

1. President/CEO report – The General Board meeting is following this call so Julie will present her full report at that meeting. Visit Oxnard is underway with the transition to hand off Julie's duties to other staff. Brittney will be promoted to Vice President on November 1. Julie and Brittney will be training with Parkway accounting to prepare for the mid-year budget responsibilities. Julie will continue the Oxnard Chamber board. Her last meeting with the Aviation Board will be in November. She resigned from the Oxnard Police Community Board. She will stay on the Cal Travel and Visit California boards for now. The staff has been working hard to prepare for the new website and it was launched two weeks ago.

Committee Comments:

Ashley Golden – has a conflict with the General Board meeting so she will be a little late on the call.

Steve Buenger – We need to fill the Treasurer's roll on the Executive Committee. If the committee has any suggestions, please let Julie or Steve know.

Steve Buenger adjourned the meeting without objection at 8:43 a.m.