

**Oxnard Convention & Visitors Bureau  
Executive Committee Minutes  
Wednesday, April 22, 2026  
SpringHill Suites Oxnard**

MINUTES

CALL TO ORDER:

Vice Chair Kristina Brewer called the meeting to order at 8:32 a.m.

Committee members present: Kristina Brewer, Steve Buenger and Michael Tripp

Committee members absent: Julie Buffo and Ashley Golden

Also in attendance: Brittney Hendricks, President/CEO, Daniel Cabrera and Michelle Flippo, staff members

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The Executive Committee meeting minutes for March 25, 2026, were reviewed and considered for approval. Steve Buenger made the motion to approve the minutes. Michael Tripp seconded the motion. Yes 3, No 0, Abstain 0
2. Treasurer's Report: Michael Tripp gave the Treasurer's Report for March. Total Revenue for March was \$93.4K. Brand Management expenses were \$60.3K. Office and Admin expenses were \$20.3K. Year-to-Date Total Revenue was \$1M with Brand Management expenditures at \$783.2K and Office & Admin expenses at \$202.5K. At the end of the month, cash on hand plus receivables totaled \$597.7K. Kristina made the motion to approve the Treasurer's Report. Steve seconded the motion. Yes 3, No 0, Abstain 0

INFORMATIONAL ITEMS:

President/CEO Report:

Kristina, Erik Collay and Dolores Licon have accepted their Executive Committee position nominations for Chair, Secretary and Vice-Chair respectively. Robert Ashe and Ryan Aragon have also agreed to join the Board, pending an affirmative vote. Richard Cobb has expressed interest, but has yet to receive approval.

Brittney had requested the FY 2026-27 budget document and will begin working on it for presentation to the Board and OTMD committee for approval.

She will be conducting the teams' annual reviews in May and proposed a system for her review by the Executive Committee based on her goals, assessment of her effectiveness and alignment on priorities. Steve recommended that the meeting take place in-person at his Marine Emporium Landing office.

She informed the committee about the marketing intern who will be presenting at the Board meeting.

She updated them on the progress of the new website and also of the audit of our CRM system, with an objective to have final training in June.

Kristina adjourned the meeting without objection at 8:47 a.m.