Conejo Valley Tourism Improvement District (CVTID)
Tuesday, September 20, 2016 at 12:00pm
Meeting Minutes

I. **Welcome/Call to Order – CVTID Chairman Felix Wang**

a. Chairman Felix Wang called the meeting to order at 12:05pm

II. **Roll Call/Self Introductions – President & CEO Jill Lederer**

a. President & CEO Jill Lederer called the roll.

b. Hotel Members Present: Hampton Inn Agoura Hills, Hyatt Regency Westlake, Best Western Thousand Oaks Inn, Palm Garden Hotel, Courtyard by Marriott, Towneplace Suites by Marriott, Americas Best Value Inn

c. Other Members Present: Jill Lederer and Adam Haverstock – Greater Conejo Valley Chamber of Commerce, Haider Alawami – City of Thousand Oaks

d. Guests Present: Carolyn Wooddall – Augustine Ideas

e. A quorum was established.

III. **Action Item: Approval of Agenda for September 20, 2016 Meeting**

a. Motion to approve the Agenda for September 20, 2016 by Kathleen Walk (Hampton Inn Agoura Hills) and seconded by CC Patel (America's Best Value Inn). The motion was approved by voice vote.

IV. **Action Item: Approval of Minutes from the May 24, 2016 Meeting**

a. Motion to approve the Minutes from the May 24, 2016 Meeting by Sean Briody (Towneplace Suites by Marriott) and seconded by Elodie Habasque (Hyatt Regency Westlake). Motion was approved by voice vote.

V. **Public Comments**

a. No public comments were made.

VI. **Action Item: Election of Officers - Secretary of the Conejo Valley Tourism Improvement District**

a. Motion to elect Kathleen Walk as the Secretary of the Conejo Valley Tourism Improvement District for the remainder of the 2016 term by Felix Wang (Best Western Thousand Oaks Inn) and seconded by CC Patel (America's Best Value Inn). With a vote of 6-0-1 the motion was approved.

VII. **Discussion Item: AugustineIdeas Monthly Update**

a. Carolyn Wooddall from Augustine Ideas presented the August monthly update. She reported on the website traffic, social media, public relations and new rich media content designs. She answered questions about the report.

VIII. **Roundtable Discussion – CVTID Membership**

a. Adam Haverstock from Greater Conejo Valley Chamber of Commerce announced that CVTID members would be attending the TEAMS 2016 Conference.

IX. **Adjourn**

a. Chairman Felix Wang adjourned the meeting at 1:15pm.