



**Conejo Valley Tourism Improvement District (CVTID)
Meeting Minutes**

Tuesday, August 21, 2018 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Kim Cartaino**
 - a. Chair Kim Cartaino called the meeting to order at 12:00pm.
- II. **Roll Call/Self Introductions – President/CEO Jill Lederer**
 - a. Adam Haverstock took the roll.
 - b. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garen Hotel, Courtyard by Marriott, Towneplace Suites by Marriott.
 - c. Other Members present: Rosie Ornelas and Haider Halwami – City of Thousand Oaks; Adam Haverstock, Jill Lederer and Dan Garcia – Greater Conejo Valley Chamber of Commerce.
 - d. Guests present: Dani Higley and Jaime Hayden – Augustine.
 - e. A quorum was established.
- III. **Action Item: Approval of Agenda for August 21, 2018 Meeting**
 - a. Motion to approve the agenda for the August 21, 2018 meeting by Mary McVicker (Hampton Inn Thousand Oaks) and seconded by Steve Ortmann (Palm Garden Hotel). With a vote of 7-0-0 the motion was approved.
- IV. **Action Item: Approval of Minutes from the July 24, 2018 Special Meeting**
 - a. Motion to approve the minutes from the July 24, 2018 Webinar Meeting by Jessica Lancaster (Homewood Suites) and seconded by Steve Ortmann (Palm Garden Hotel). With a vote of 7-0-0 the motion was approved.
- V. **Public Comments**
 - a. There were no public comments.
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Dani Higley and Marta Ryan presented the Augustine monthly report. They answered questions from the Board of Directors.

VII. **Discussion Item: Q2 2018 Financial Report**

- a. Controll Ofelia Flores presented the Q2 2018 Financial Report. No questions were asked.

VIII. **Roundtable Discussion – CVTID Membership**

- a. Adam Haverstock announced that the board is planning on attending 3 conferences this year: Teams, Destination Travel Show (Sacramento), and CalSAE. Adam also discussed a future community service project for CVTID Board Members.

IX. **Adjourn**

- a. Chair Kim Cartaino adjourned the meeting at 12:25pm.