



**Conejo Valley Tourism Improvement District (CVTID)
Board of Directors Meeting Minutes**

Tuesday, February 18, 2020 at 12:00pm
600 Hampshire Rd, Suite 200, Thousand Oaks, CA 91361

Meeting Agenda

1. Welcome/Call to Order – Chair Mary Macchio
 - a. Chair Mary Macchio called the meeting to order at 12:01pm.
2. Roll Call/Self Introductions – President/CEO Danielle Borja
 - a. Hotel Members present: Hyatt Regency Westlake, Best Wester/Thousand Oaks Inn, Homewood Suites, Hampton Inn, Palm Garden Hotel, Motel 6, Courtyard By Marriott, Towneplace Suites by Marriott, America’s Best Value Inn.
 - b. Guests present: Dani Higley, Jaime Hayden, Wendy Beemer, Paul Spooner, Dusty Russell.
3. **Action Item:** Approval of the Agenda for the February 18, 2020 Meeting
 - a. Motion to approve the agenda for the January 21, 2020 Meeting by Sean Briody (Courtyard By Marriott/Towneplace Suites) and seconded by Kristina Lecka (Hyatt). With a vote of 8-0-0 the motion passes.
4. **Action Item:** Approval of the Minutes from the January 21, 2020 Meeting
 - a. Motion to approve the minutes for the January 21, 2020 Meeting by Kristina Lecka (Hyatt) and seconded by Steven Infante (Courtyard By Marriott/Towneplace Suites). With a vote of 8-0-0 the motion passes.
5. Public Comments
 - a. Paul Spooner from CLU announced their CLU Career & Internship Expo on Wednesday March 11.
6. Discussion Item: Augustine Agency Monthly Report
 - a. Augustine gave their monthly report.
7. Discussion Item: CVTID Q4 2019 and 2019 Year To Date Financial Report



- a. Ofelia Flores gave the CVTID Q4 2019 and 2019 Year To Date Financial Report
8. Discussion Item: Report on Conferences Attended By CVTID
 - a. Mary Macchio (Hampton Inn T.O.) gave the report on conferences attended by CVTID. A physical sheet was distributed to Board Members.
9. Announcements – CVTID Membership
 - a. Dan Garcia (CVTID Operations Manager) announced an updated Expense Reimbursement submission process.
10. Next Meeting will be Tuesday, March 17, 2020
11. Adjourn
 - a. Chair Mary Macchio adjourned the meeting at 12:59pm.