



## CVTID Annual Board Retreat Meeting 11.9.23

CVTID Board of Directors Annual Retreat Meeting Agenda - Courtyard by Marriott Agoura Hills at 9am

1. Call To Order  
Kim Cartaino

2. Roll Call

3. Approval of the Agenda

Action Item: Meeting Agenda for November 9, 2023

4. Approval of the Minutes

Action Item: CVTID Meeting Minutes from October 17, 2023

5. Public Comments

Public comments are the time for members of the public to address the Conejo Valley Tourism Improvement District Board of Directors. Speakers are limited to 3 minutes each.

6. New Business

Action Item: Election of Officers for 2024 Term  
Josh Gray

Action Item: 2024 CVTID Meeting Schedule  
Josh Gray

Discussion Item: Q3 2023 Financial Report  
Ofelia Flores

Action Item: Direct Marketing Funds Sweep Policy Amendments  
Josh Gray

Action Item: Overflow Funds Policy and Procedure  
Josh Gray

Action Item: 2024 CVTID Budget  
Josh Gray

7. Reports

President/CEO Report  
Danielle Borja

Augustine Agency Report  
Christina Wicker

Marketing Maven Report  
Shayne Wells

8. Board Member Announcements

9. Marketing RFP Finalist Presentations

Presentation 1

Presentation 2

Presentation 3

Presentation 4

## 10. Adjourn

### Notices

#### BROWN ACT:

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. Action may not be taken on items not posted on the agenda. Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Josh Gray at (805)370-0035 at least 48 hours prior to the meeting.

#### NOTICE TO PUBLIC:

You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select one or two speakers to represent the opinion of the group. The order of Agenda items is listed for reference and may be taken in any order deemed appropriate by the CVTID. The Agenda provides a general description and staff recommendations; however, the CVTID may take action other than what is recommended.

#### DOCUMENTATION:

Copies of staff reports or other written documentation, relating to each item of business described in this Agenda, are posted to the Chamber's website at Conejo.com and are on file and available for public inspection, during normal business hours, in the office of Greater Conejo Valley Chamber of Commerce at 600 Hampshire Road, Suite 200, Thousand Oaks, CA 91361

This Agenda of the CVTID was posted on the front door of the Greater Conejo Valley Chamber of Commerce, 600 Hampshire Road, Suites 200, Thousand Oaks, CA 91361, not less than 72 hours prior to the meeting pursuant to Government Code Section 54954.2