



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, May 21, 2019 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:05pm.
- II. **Roll Call/Self Introductions – CVTID President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites Agoura Hills, Hampton Inn Thousand Oaks, Palm garden Hotel, Courtyard By Marriott, Towneplace Suites.
 - b. Guests present: Haider Alawami, Rosie Ornelas, Lindsay Moore and Cathy Nanadiego.
 - c. A quorum was established.
- III. **Action Item:** Approval of Agenda for May 21, 2019 Meeting
 - a. Motion to approve the agenda for the May 21, 2019 Meeting by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Kim Cartaino (Sheraton Agoura Hills). With a vote of 7-0-0 the motion was approved.
- IV. **Action Item:** Approval of Minutes from the April 16, 2019 Meeting
 - a. Motion to approve the minutes from the April 16, 2019 Meeting by Kristina Lecka (Hyatt Regency Westlake) and seconded by Steven Infante (Courtyard By Marriott). With a vote of 7-0-0 the motion was approved.
- V. **Action Item:** Approval of Minutes from the April 30, 2019 Special Meeting
 - a. Motion to approve the minutes from the April 30, 2019 Special meeting by Mary Macchio (Hampton Inn Thousand Oaks) and seconded by Kim Cartaino (Sheraton Agoura Hills). With a vote of 7-0-0 the motion was approved.
- VI. **Public Comments**
 - a. Stefan from CLU thanked TID for sponsoring student trip with TID.
 - b. Melanie from Ronald Reagan Library announced Davinci event Friday May 24th.
- VII. **Discussion Item:** Augustine Monthly Report
 - a. Cathy and Lindsay gave the Augustine Monthly Report for April 2019.
- VIII. **Action Item: Approval of amendments to the Direct Marketing Funds Policy and Procedure relating to the transfer of aging account funds.**
 - a. Motion to approve the amendedments to the Direct Marketing Policy and Procedure by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Kristina Lecka (Hyatt Regency Westlake). With a vote of 7-0-0- the motion was approved.
- IX. **Roundtable Discussion – CVTID Membership**

- a. Felix Wang announced that Pizza Cookery will be opening at the Best Western/Thousand Oaks Inn on June 1st.
- b. Adam announced that Tarantula Hill Brewing Company will be opening in Thousand Oaks in June.

X. **Next Meeting will be Tuesday, July 22, 2019 (Webinar Meeting)**

XI. **Adjourn**

- a. Chair Sean Briody adjourned the meeting at 1:21pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, June 18, 2019 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:04pm.
- II. **Roll Call/Self Introductions – CVTID President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Hampton Inn Thousand Oaks, Palm garden Hotel, Motel 6, Courtyard By Marriott, Towneplace Suites.
 - b. Guests present: Haider Alawami, Rosie Ornelas, Dani Higley and Claire Marcus.
 - c. A quorum was established.
- III. **Action Item: Approval of Agenda for June 18, 2019 Meeting**
 - a. Motion to approve the agenda for the June 18, 2019 Meeting by Kristina Lecka (Hyatt) and seconded by Mary Macchio (Hampton Inn Thousand Oaks). With a vote of 7-0-0 the motion was approved.
- IV. **Action Item: Approval of Minutes from the May 21, 2019 Meeting**
 - a. Motion to approve the minutes from the May 21, 2019 Meeting by Kim Cartaino (Sheraton) and seconded by Steven Infante (Courtyard By Marriott). With a vote of 7-0-0 the motion was approved.
- V. **Public Comments**
 - a. Stefan – Discussed a regional economic study proposal (for hotels).
 - b. Nicki – Announced an event commemorating 25 years of the Civic Arts Plaza.
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Claire and Dani gave the Augustine Monthly Report for May 2019.
- VII. **Discussion Item: 2018 Tax Return and Financial Review – Ofelia Flores**
 - a. Ofelia reported on the TID's 2018 Tax Return and gave a financial review.
- VIII. **Roundtable Discussion – CVTID Membership**
 - a. Kristina Lecka mentioned that the RoadRunner Shuttle service will be closing its operations; relevant to transportation in our area becoming more scarce. Kristina also mentioned that our region was able to host over 1000 Google employees for an event.

IX. **Next Meeting will be Tuesday, July 16, 2019 (Webinar Meeting)**

X. **Adjourn**

a. Chair Sean Briody adjourned the meeting at 1:00pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, July 16, 2019 at 12:00pm

Webinar Meeting: <https://global.gotomeeting.com/join/290777925>

Access Code: 290-777-925

- I. Welcome/Call to Order – CVTID Chair Sean Briody
 - a. Chair Sean Briody called the meeting to order at 12:26pm
- II. Roll Call/Self Introductions – CVTID President/CEO Jill Lederer
 - a. Hotel Members present: Sheraton Agoura Hill, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Quality Inn, Hampton Inn Thousand Oaks, Courtyard By Marriott, Townplace Suites.
- III. **Action Item:** Approval of Agenda for July 16, 2019 Meeting
 - a. Motion to approve Agenda for July 16, 2019 Meeting by Felix Wang (Best Wester) and seconded by Mary Macchio (Hampton Inn TO). With a vote of 7-0-0 the motion was approved.
- IV. **Action Item:** Approval of Minutes from the June 18, 2019 Meeting
 - a. Motion to approve the minutes from the June 18, 2019 Meeting by Mary Macchio (Hampton Inn TO) and seconded by Kristina Lecka (Hyatt). With a vote of 7-0-0- the motion was approved.
- V. Public Comments
- VI. **Discussion Item:** Augustine Monthly Report
 - a. Claire, Cathy, and Jaime gave the Augustine Monthly Report.
- VII. **Discussion Item:** Q2 2019 Financial Report – Ofelia Flores
 - a. Controller Ofelia Flores gave the Q2 2019 Financial Report
- VIII. Roundtable Discussion – CVTID Membership
 - a. Felix Wang inquired about the status of the visitor’s center in our region.
 - b. Members discussed compiling data from the Woolsey Fires and measuring the impact on overnight stays in our region.
- IX. Next Meeting will be Tuesday, August 20, 2019 (Webinar Meeting)
- X. Adjourn
 - a. Meeting was adjourned at 12:39pm



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

Tuesday, August 20, 2019 at 12:00pm

Webinar Meeting: <https://global.gotomeeting.com/join/442789805>

Access Code: 442-789-805

- I. Welcome/Call to Order – CVTID Chair Sean Briody
 - a. Chair Sean Briody called the meeting to order at 12:03pm.
- II. Roll Call/Self Introductions – CVTID President/CEO Jill Lederer
 - a. Hotel Members present: Sheraton Agoura Hills, Hampton Inn Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garden Hotel, Courtyard By Marriott, Towneplace Suites By Marriott.
 - b. Guests present: Jaime Hayden, Claire Marcus, and Cathy Nanadiego
- III. **Action Item:** Approval of Agenda for August 20, 2019 Meeting
 - a. Motion to approve the agenda for the August 20, 2019 Meeting by Steven Infante (Courtyard By Marriott) and seconded by Felix Wang (Best Western/Thousand Oaks Inn). With a vote of 9-0-0 the motion was approved.
- IV. **Action Item:** Approval of Minutes from the July 16, 2019 Meeting
 - a. Motion to approve the minutes from the July 16, 2019 Meeting minutes by Mary Macchio (Hampton Inn Thousand Oaks) and seconded by Jessica Lancaster (Homewood Suites Agoura Hills). With a vote of 9-0-0 the motion was approved.
- V. Public Comments
 - a. No public comment.
- VI. **Discussion Item:** Augustine Monthly Report
 - a. Augustine gave their monthly report.
- VII. Roundtable Discussion – CVTID Membership
 - a. Chair Sean Briody welcomed Wendy Beemer of the Courtyard By Marriott in Agoura Hills and introduced her to the TID Board.
- VIII. Next Meeting will be Tuesday, September 17, 2019
- IX. Adjourn
 - a. Chair Sean Briody adjourned the meeting at 12:24pm.



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

Tuesday, September 17, 2019 at 12:00pm
600 Hampshire Rd, Suite 202, Thousand Oaks, CA 91361

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:06pm.
- II. **Roll Call/Self Introductions – CVTID Director of Operations Adam Haverstock**
 - a. Hotel Members present: Sheraton Agoura Hills; Hyatt Regency Westlake; Best Western/Thousand Oaks Inn; Homewood Suites; Hampton Inn Thousand Oaks; Palm Garden Hotel; Motel 6; Courtyard By Marriott; Towneplace Suites.
 - b. Guests Present: Claire Marcus and Lindsey Moore – Augustine
 - c. A quorum was established.
- III. **Action Item: Approval of Agenda for September 17, 2019 Meeting**
 - a. Motion to approve the minutes from the minutes from the August 20, 2019 meeting by Steven Infante (Towneplace Suites) and seconded by Kristina Lecka (Hyatt). With a vote of 8-0-0 the motion was approved.
- IV. **Action Item: Approval of Minutes from the August 20, 2019 Meeting**
 - a. Motion to approve the minutes from the August 20, 2019 meeting by Kristina Lecka (Hyatt) and seconded by Kim Cartaino (Sheraton). With a vote of 8-0-0 the motion was approved.
- V. **Public Comments**
 - a. Kristina Lecka announced that the Hyatt is undergoing renovations and should be completed by early next year.
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Augustine gave their monthly report to the board.
- VII. **Roundtable Discussion – CVTID Membership**
 - a. An update on the Malibu TID formation was given by Adam Haverstock

- b. Mamba Sports Academy will be joining the next TID meeting
- c. An update was given on the feasibility of a visitor's center. A subcommittee was formed to discuss the suggestion in-depth.

VIII. **Next Meeting will be Tuesday, October 15, 2019**

IX. **CVTID Board Retreat will be Thursday, November 21, 2019**

X. **Adjourn**

- a. Chair Sean Briody adjourned the meeting at 1:01pm.



Conejo Valley Tourism Improvement District (CVTID)

Meeting Minutes

Tuesday, October 15, 2019 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Meeting was called to order by Chair Sean Briody at 12:03pm
- II. **Roll Call/Self Introductions – CVTID President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hampton Inn Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garden Hotel, Motel 6, Courtyard By Marriott, Towneplace Suites.
 - b. Guests present: Jaime Hayden, Dani Higley – Augustine; Ashley Dean, George Quintero – Sports Academy
 - c. A quorum was established.
- III. **Action Item: Approval of Agenda for October 15, 2019 Meeting**
 - a. Motion to approve the agenda for the October 15, 2019 Meeting by Kim Cartaino (Sheraton) and seconded by Mary Macchio (Hampton Inn TO). With a vote of 8-0-0 the motion was approved.
- IV. **Action Item: Approval of Minutes from the September 17, 2019 Meeting**
 - a. Motion to approve the minutes from the September 17, 2019 Meeting by Kim Cartaino (Sheraton) and seconded by Mary Macchio (Hampton Inn TO). With a vote of 10-0-0.
- V. **Public Comments**
 - a. Sports Academy announced that they will be hosting a basketball tournament that will last until March and introduced George Quintero.
- VI. **Discussion Item: Sports Academy Partnership Update – Ashley Dean**
 - a. Discussion was had on the current state of the ongoing partnership between the Tourism Improvement District and Mamba Sports Academy.
- VII. **Discussion Item: Augustine Monthly Report**

- a. Augustine delivered their monthly report to the board.

VIII. **Discussion Item: Q3 2019 Financial Report – Ofelia Flores**

- a. Ofelia delivered the quarter 3 financial report for the Tourism Improve District to the board.

IX. **Roundtable Discussion – CVTID Membership**

- a. No roundtable discussion was had.

X. **Next Meeting will be Thursday, November 21, 2019 (Board Retreat)**

XI. **Adjourn**

- a. The meeting was adjourned by Chair Sean Briody at 1:43pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Annual Meeting Minutes

Thursday, November 21, 2019 at 12:00pm

Calamigos Ranch – Oak Room

327 Latigo Canyon Rd, Malibu, CA 90265

I. Welcome/Call to Order – CVTID Chair Sean Briody

- a. Meeting was called to order by Chair Sean Briody at 1:05pm

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

- a. Hotel Members present: Homewood Suites Agoura Hills, Sheraton Agoura Hills, Courtyard By Marriott Thousand Oaks, Hampton Inn Thousand Oaks, Hyatt Regency Westlake, Palm Garden Hotel, Thousand Oaks Inn, Towneplace Suites.
- b. Guests present: Debbie Augustine, Lindsay Moore, Dani Higley, Cathy Nanadiego, Christine Coe, Olga Verkhotina, Jaime Hayden – Augustine. Haider Alawami, Dusty Russel, Stefan Cosentino, Rachel Devereaux, Melanie Salveson Jackson, Wendy Beemer, George Quintero.

III. Action Item: Approval of Agenda for November 21, 2019 Meeting

- a. Motion to approve the agenda for the November 21, 2019 Meeting by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Mary Macchio (Hampton Inn TO). With a vote of 11-0-0 the motion was approved.

IV. Action Item: Approval of Minutes from the October 15, 2019 Meeting

- a. Motion to approve the minutes from the October 15, 2019 Meeting by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Kim Cartaino (Sheraton). With a vote of 11-0-0 the motion was approved.

V. Public Comments

- a. Melanie Salveson from the Ronald Reagan Library announced the F-117 Stealth Fighter will be in the library starting Dec 2nd.

VI. Action Item: Election of CVTID Officers for the 2020 Term

- a. Motion to elect and approve the election of CVTID Officers for the 2020 Term by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Kim Cartaino (Sheraton). With a vote of 11-0-0 the motion was approved.
 - i. Chair – Mary Macchio
 - ii. Vice Chair – Kristina Lecka
 - iii. Treasurer – Jessica Lancaster
 - iv. Secretary – Al Alam

VII. Action Item: Approval of the 2020 CVTID Meeting Schedule

- a. Motion to approve the 2020 CVTID Meeting schedule by Kim Cartaino (Sheraton) and seconded by Kristina Lecka (Hyatt). With a vote of 11-0-0 the motion was approved.

VIII. Action Item: Approval of the 2020 CVTID Budget

- a. Motion to approve the 2020 CVTID Budget by Mary Macchio (Hampton Inn TO) and seconded by Kristina Lecka (Hyatt). With a vote of 11-0-0 the motion was approved.

IX. Discussion Item: Augustine Monthly Report

- a. Augustine delivered their monthly report.

X. Action Item: To exercise option to extend partnership agreement with Mamba Sports Academy for 1 year

- a. Motion to not renew the current partnership agreement and to direct the Director of Operations (Adam Haverstock) to negotiate a new agreement with Mamba Sports Academy by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Kim Cartaino (Sheraton). With a vote of 11-0-0 the motion was approved.

XI. Discussion Item: California Welcome Center Committee Update – Felix Wang

- a. This discussion item was tabled for another meeting.

XII. Roundtable Discussion – CVTID Membership

- a. This discussion item was tabled

XIII. Next Meeting will be Thursday, December 19, 2019 (Webinar Meeting)

XIV. Adjourn

- a. Meeting was adjourned by Chair Sean Briody at 2:06pm.



Conejo Valley Tourism Improvement District (CVTID) Minutes

Thursday, December 19, 2019 at 12:00pm

Webinar Meeting: <https://global.gotomeeting.com/join/719191589>

Access Code: 719-191-589

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:03pm
- II. **Roll Call/Self Introductions – President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hampton Inn Agoura Hills, Hyatt Regency Westlake, Hampton Inn Thousand Oaks, La Quinta Inn, Motel 6, Courtyard By Marriott, Towneplace Suites
 - b. Guests present: Claire Marcus and Dani Higley from Augustine
- III. **Action Item: Approval of Agenda for December 19, 2019 Meeting**
 - a. Motion to approve the agenda for the December 19, 2019 Meeting by Mary Macchio (Hampton Inn TO) and seconded by Kim Cartaino (Sheraton). With a vote of 7-1-0 the motion passes.
- IV. **Action Item: Approval of Minutes from the November 21, 2019 Meeting**
 - a. Motion to approve the minutes from the November 21, 2019 Meeting by Mary Macchio (Hampton Inn TO) and seconded by Kim Cartaino (Sheraton). With a vote of 7-1-0 the motion passes.
- V. **Public Comments**
 - a. No public comments
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Augustine gave their monthly report for November 2019
- VII. **Roundtable Discussion – CVTID Membership**
 - a. Director of Operations Adam Haverstock reported on the status of the Mamba Sports Academy agreement. He will be proposing a draft for a new Mamba Sports Academy agreement in January of 2020.
- VIII. **Next Meeting will be Tuesday, January 21, 2020**

IX. **Adjourn**

- a. Meeting was adjourned by Chair Sean Briody at 12:28pm



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

Tuesday, January 22, 2019 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:01pm
- II. **Roll Call/Self Introductions – President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garden Hotel, Courtyard by Marriott, Towneplace Suites.
 - b. Guests present: Jaime Hayden, Claire Marcus, and Lindsay Moore – Augustine
 - c. A quorum was established
- III. **Action Item: Approval of Agenda for January 22, 2019 Meeting**
 - a. Motion to approve the agenda for the January 22, 2019 Meeting by Jessica Lancaster (Homewood Suites Agoura Hills) and seconded by Steven Ortmann (Palm Garden Hotel). With a vote of 8-0-0 the motion was approved.
- IV. **Action Item: Approval of Minutes from the December 13, 2018 Meeting**
 - a. Motion to approve the minutes from the December 13, 2018 Meeting minutes by Kristina Lecka (Hyatt Regency Westlake) and seconded by Kim Cartaino (Sheraton Agoura Hills). With a vote of 8-0-0 the motion was approved.
- V. **Public Comments**
 - a. No public comments were made
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Augustine delivered their monthly report.
- VII. **Roundtable Discussion – CVTID Membership**
 - a. No discussion was had.
- VIII. **Next Meeting will be Tuesday, February 19, 2019**
- IX. **Adjourn**
 - a. Chair Sean Briody adjourned the meeting at 12:49pm



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, February 19, 2019 at 12:00pm

- I. **Welcome/Call to Order** – CVTID Chair Sean Briody
 - a. Chair Sean Briody called the meeting to order at 12:03pm.
- II. **Roll Call/Self Introductions** – President/CEO Jill Lederer
 - a. Hotel Members present: Sheraton Agoura Hills, Hampton Inn Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garden Hotel, Courtyard by Marriott, TownePlace Suites by Marriott.
 - b. Guests present: Jaime Hayden, Claire Marcus, and Cathy Nanadiego.
 - c. A quorum was established.
- III. **Action Item:** Approval of Agenda for February 19, 2019 Meeting
 - a. Motion to approve the agenda for the February 19, 2019 Meeting by Mary Macchio (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 January 22, 2019 Meeting
 - a. Motion to approve the minutes from the January 22, 2019 Meeting minutes by Steve Ortmann (Palm Garden Hotel) and seconded by Jessica Lancaster (Homewood Suites Agoura Hills). With a vote of 7-0-0 the motion was approved.
- V. **Public Comments**
 - a. Sulin from the Ventura County Office of Education announce Hospitality Week.
 - b. Melanie from the Ronald Reagan Presidential Library announced upcoming events and the Pompei exhibition.
 - c. Mary Macchio (representing Spark) announced a fundraiser that the Spark Networking Group will be hosting.
 - d. John Gress from Mastro's Steakhouse introduced himself to the TID Board as the Director of Events.
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Augustine delivered their monthly report.
- VII. **Discussion Item:** CVTID Q4 2018 and 2018 Year To Date Financial Report – Ofelia Flores
 - a. Ofelia delivered the CVTID's Q4 2018 and 2018 Year To Date Financial Report.
- VIII. **Discussion Item:** Recommendations From the delegation to Visit California Outlook Forum
 - a. California Tourism Marketing Assessment

- i. Felix Wang (Best Western/Thousand Oaks Inn) gave a report from the last VisitCalifornia conference and ideas relating to the improvement of the CVTID
- b. Paid Celebrity Influencers
 - i. Felix Wang (Best Western/Thousand Oaks Inn) and TID members discussed the possibility of reaching out to celebrities and high-profile influencers for paid advertising on social media.
- c. California Welcome Center
 - i. Felix Wang (Best Western/Thousand Oaks Inn) and TID members discussed the feasibility of hosting a California Welcome Center in the Conejo Valley.

IX. **Roundtable Discussion – CVTID Membership**

- a. The 2019 Recognition Gala was announced. Everyone present was invited to register.

X. **Next Meeting will be Tuesday, March 26, 2019 (4th Tuesday)**

XI. **Adjourn**

- a. Chair Sean Briody adjourned the meeting at 1:09pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, March 26, 2019 at 12:00pm

- I. **Welcome/Call to Order** – CVTID Chair Sean Briody
 - a. Chair Sean Briody called the meeting to order at 12:00pm.
- II. **Roll Call/Self Introductions** – CVTID Director of Government Affairs & Tourism Adam Haverstock
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Best Western/Thousand Oaks Inn, Homewood Suites, Hampton Inn Thousand Oaks, Palm Garden Hotel, Courtyard by Marriott, TownePlace Suites by Marriott.
 - b. Guests present: Claire Marcus, and Cathy Nanadiego.
 - c. A quorum was established.
- III. **Action Item:** Approval of Agenda for March 26, 2019 Meeting
 - a. Motion to approve the agenda for the March 26, 2019 Meeting by Steve Ortmann (Palm Garden Hotel) and seconded by Christen Stefanich (Hyatt Regency Westlake). With a vote of 7-0-0 the motion was approved.
- IV. **Action Item:** Approval of Minutes from the February 19, 2019 Meeting
 - a. Motion to approve the minutes from the January 22, 2019 Meeting minutes by Mary Macchio (Hampton Inn Thousand Oaks) and seconded by Kristina Lecka (Hyatt Regency Westlake). With a vote of 7-0-0 the motion was approved.
- V. **Public Comments**
 - a. Will from ASR Restoration announced a mixer at one of their properties on Thursday.
- VI. **Discussion Item: Augustine Monthly Report**
 - a. Augustine delivered their monthly report.
- VII. **Roundtable Discussion** – CVTID Membership
 - a. No discussion was had.
- VIII. **Next Meeting will be Tuesday, Tuesday April 16, 2019**
- IX. **Adjourn**
 - a. Chair Sean Briody adjourned the meeting at 12:28pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Meeting

Tuesday, April 16, 2019 at 12:00pm

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 12:00pm.
- II. **Roll Call/Self Introductions – CVTID President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Best Wester/Thousand Oaks Inn, Homewood Suites Agoura Hills, Hampton Inn Thousand Oaks, Palm Garden Hotel, Courtyard By Marriott, TownePlace Suites By Marriott, America's Best Value Inn.
 - b. Guests present: Haider Alawami, Claire Marcus and Cathy Nanadiego.
 - c. A quorum was established.
- III. **Action Item:** Approval of Agenda for April 16, 2019 Meeting
 - a. Motion to approve the agenda for the April 16, 2019 Meeting by Felix Wang (Best Western/Thousand Oaks Inn) and seconded by Steven Infante (Courtyard By Marriott). With a vote of 9-0-0 the motion was approved.
- IV. **Action Item:** Approval of Minutes from the March 26, 2019 Meeting
 - a. Motion to approve the minutes from the March 26, 2019 Meeting by Steven Infante (Courtyard By Marriott) and seconded by Kim Cartaino (Sheraton Agoura Hills). With a vote of 9-0-0 the motion was approved.
- V. **Public Comments**
 - a. No public comments were made.
- VI. **Discussion Item:** Augustine Monthly Report
 - a. Cathy and Claire gave the Augustine Monthly Report for March
- VII. **Discussion Item:** Q1 2019 Financial Report – Ofelia Flores
 - a. Ofelia gave the Q1 2019 Financial Report
- VIII. **Discussion Item:** Malibu / Santa Monica Mountains Stakeholder Meeting
 - a. Jill discussed the Malibu / Santa Monica Mountains Stakeholder Meeting and answered questions from board members.
- IX. **Roundtable Discussion – CVTID Membership**
 - a. Steve Ortmann of Palm Garden Hotel announced that he will be completing hotel renovations and hosting a grand opening showcasing the updated hotel property.
- X. **Next Meeting will be Tuesday, May 21, 2019**
- XI. **Adjourn**
 - a. Chair Sean Briody adjourned the meeting at 1:11pm.



Conejo Valley Tourism Improvement District (CVTID)

Board of Directors Special Meeting

Tuesday, April 30, 2019 at 10:00am

- I. **Welcome/Call to Order – CVTID Chair Sean Briody**
 - a. Chair Sean Briody called the meeting to order at 10:00am.
- II. **Roll Call/Self Introductions – CVTID President/CEO Jill Lederer**
 - a. Hotel Members present: Sheraton Agoura Hills, Hyatt Regency Westlake, Best Wester/Thousand Oaks Inn, Homewood Suites Agoura Hills, Hampton Inn Thousand Oaks, Courtyard By Marriott, TownePlace Suites By Marriott, Hampton Inn Agoura Hills.
 - b. Guests present: Nathan Hamburger (City of Agoura Hills), Rosie Ornelas (City of Thousand Oaks) and Cathy Nanadiego (Augustine).
 - c. A quorum was established.
- III. **Action Item: Approval of Agenda for April 30, 2019 Special Meeting**
 - a. Motion to approve the agenda for the April 30, 2019 Special Meeting by Kim Cartaino (Sheraton Agoura Hills) and seconded by Kristina Lecka (Hyatt Regency Westlake). With a vote of 8-0-0 the motion was approved.
- IV. **Public Comments**
 - a. There were no public comments.
- V. **Action Item: Approval of agreement with Civitas Advisors for professional services for development of a proposed Malibu-Santa Monica Mountain Tourism Improvement District.**
 - a. Adam Haverstock, Director of Government Affairs & Tourism for CVTID presented the staff report on the proposed agreement with Civitas Advisors. He also answered questions from the CVTID Board of Directors.
 - b. Motion to approve agreement with Civitas Advisors for professional services for development of a proposed Malibu-Santa Monica Mountain Tourism Improvement District. Motion by Steven Infante (Courtyard by Marriott) and second by Mary Macchio (Hampton Inn Thousand Oaks). With a vote of 8-0-0 the motion was approved.
- VI. **Adjourn**
 - a. Chair Sean Briody adjourned the meeting at 10:10am.