

**Camarillo Hotel and Tourism Association
Board of Directors Meeting
November 21, 2019
1:00 p.m. - 2:30 p.m.**

**Camarillo Chamber of Commerce
2400 E. Ventura Blvd., Camarillo, CA**

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 Board of Directors. The Agenda provides a general description and staff recommendations; however, the Board of Directors may take action other than what is recommended.

BROWN ACT NOTICE: 10:

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 Yuliana Gonzalez at (805-764-2121) at least 48 hours prior to the meeting.

AGENDA

1. **Call to order**
2. **Public comment**
3. **Approval of Consent Agenda**
 - a. Approve CHTA Board meeting minutes for October 17, 2019. [**Action**]
4. **Financials**
 - a. Review and approve financial report for the month of October 2019. [**Action**]
5. **New Business**
 - a. **Funding Requests** [**Action**]
 - i. Camarillo Chamber, COTA, Camarillo Ranch
 - b. **Employee Benefits** [**Action**]
 - i. Health Benefits, Retirement Plan
6. **Old Business**
 - a. **2019 Annual Luncheon** [**Action**]
 - i. Discuss event updates and budget increase request

b. Office Move [Update]

- i. Details on office move to VCCF Building

7. Reports

- a. Review STR Report
- b. Executive Director Report- Summary of October 2019
- c. Ventura County Lodging Association
- d. Camarillo Old Town Association
- e. Summary of Marketing Committee
- f. Summary of Analytics

8. Hotel Updates/Member Comments

9. Adjournment