



New Board Member Orientation
11:15 am
Board of Directors
1:00 pm

AGENDA

Thursday September 28, 2023
In Person
Founder's Room, US Bank, Avalon
In Person Meeting

In consideration of others, please turn off cell phones prior to the beginning of the meeting.

Amanda Bombard '24, Chair* (2nd)
Bryce Noll '24, Past Chair
Ben Villalobos '25, Treasurer
Dave Stevenson, Chair Elect
Gail Fornasiere, Marketing Chair
Mesa Bradley '26 (2nd)
Janet Flathers '26
Elaina Garcia '26
Daniel Teng '26
Bart Glass '25 (2nd)

Conrado Vega '25
Megan Wright '25
Cinde MacGugan-Cassidy, '24
Tim Foley '24
Nicole Hohenstein '24
Andrew Allen, Two Harbors
Tim Kielpinski, Catalina Island Conservancy
David Maistros, City of Avalon
Jason Paret, Catalina Island Health

Jim Luttjohann, President & CEO

**= Member Executive Committee/ '24 = year term expires on 6/30*

New Board Member Orientation

- I. Call to Order**
- II. Review and Discuss Bylaws, Organizational Structure and History**
- III. Adjourn**

Board of Directors Meeting

- I. Call to Order**
- II. Report of the Chair**
 - a. Executive/Finance Committee Meeting
 - b. Proposed Budget FY 2023-24*
 - c. Update to bank account signers
 - i. Remove/replace Michael Ponce and Steve Hoefs from US Bank checking account
 - ii. Remove/replace Michael Ponce from Farmers & Merchants Account

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- d. Excused absence for Nicole Hohenstein at today's meeting (work conflict)

III. Consent Items

- a. Minutes of June 8, 2023 Meeting*
- b. Financials June 2023 and Fiscal Year End (unaudited)*
- c. Financials July 2023*
- d. Financials August 2023*

IV. Discussion & Possible Action Items

- a. Consideration of Bylaws Amendment
 - i. CIVITAS Memorandum*
 - ii. Draft Edits to Bylaws*
- b. President's Report*
- c. Marketing & Sales Report—Gail Fornasiere/Cathy Miller/Michelle Warner
 - i. Fiscal Year End Video
 - ii. CalTravel Video
 - iii. Tourism Promotion update
 - iv. 2024 Visitor Guide
 - v. Annual Marketing Conference
- d. Events Report*—Jim Luttjohann
 - i. Pride
 - ii. July 4th
 - iii. Catalina Concert Series
 - iv. Concert Series RFP
 - v. Mixers & Fixers
 - vi. New Year's Eve Gala
 - vii. Triathlon October 28, 2023 (last)
- e. Visitor & Member Services Report-Jim Luttjohann
 - i. Approve New Members*
 - 1. Catalina Cones
 - 2. Catalina Xtreme Parasail
 - 3. Love Hamilton Cove
 - 4. Avalon Anglers
 - 5. Captured Memories LLC
 - 6. Akuario presents Immersed
 - 7. FLX Biergarten
 - ii. Member Drop/nonrenewal Report
 - iii. Code of Conduct Policy*

V. Board & Member Updates

VI. Future Agenda Items

VII. Adjourn

* information included in board packet

Audio/Video Recording may be used for accuracy of minutes and actions

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Future Meetings

October 19, 2023—Board (Audited Financials) & Cruise Committee

November 16, 2023—Marketing Conference & Board Meeting 11:30 am, Topside by NDMK

December—No Board Meeting/TBD Executive Committee, CEO Annual Review

January 18, 2024—Board & Quarterly Marketing Committee

February 28-29, 2024*--Board Retreat with Charney Associates (Two full days)

March 21, 2024—Board & Cruise Committee. Nominating Committee on separate meeting, time tbd

April 18, 2024—Board & Quarterly Marketing (possible joint session with Council)

May 16, 2024—Board & Visitor/Member Services

June 20, 2024—Board & Finance Committee

July 18, 2024—Installation of Officers & Directors/Annual Meeting/Year in Review

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