



Minutes: Meeting of the Board of Directors Thursday August 18, 2016

CALL TO ORDER

The meeting was called to order at 1:00 pm by Chair Julie Bovay

DIRECTORS PRESENT (15)

Bovay, Paige, Howell, Budrovich, Stevenson, Hernandez, Puchala, Salinas, Wilson, Paret, Alkibay, Wade, Fornasiere, Jinkens, Luttjohann

DIRECTORS ABSENT (4)

Villarama, Costello, Miller, Hite

STAFF PRESENT (3)

Lincoln, Miller, Warner,

GUESTS (7)

Cinde Cassidy, Adeline Yoong, Lisa Lavelle, Nicole Hohenstein, Yoli Montano, Erin Eubank, Julie Perlin Lee

PRESENTATION

Adeline Yoong and Jeff Lawrence (phone) of Southern California Edison made a presentation on the implementation of stage 3 water restrictions. Members and guests asked questions about how limits would be implemented, variances requested. A great deal of stress was expressed by the majority in attendance about the negative impact the restrictions will have on their businesses. Other items discussed included the City's desire to meet with SCE management regarding water storage and other projects for which it is seeking grants; the timeline for grant funds availability and weather forecasts for a dry winter.

CONSENT ITEMS

Approval of Minutes from June 2016

Motion for approval by Budrovich, second Wilson. Passed unanimously

Approval of Financials June 2016

Motion by Budrovich to hold over until audit adjustments are completed, second by Howell, Passed unanimously

Approval of Financials July 2016

Motion by Howell to hold over until audit adjustments are completed, second by Stevenson, Passed with Budrovich abstaining.

REPORT FROM THE CHAIR

Executive Committee Has not convened since the time of the last meeting.

No action taken

ACTION ITEMS

Adopt 2016-17 Budget

Following discussion it was recommended that the budget be adopted as presented and held as provisional until audit adjustments are made. Motion by Paige, second by Budrovich. Passed unanimously.

Accept new members

Trek Catalina, Action Flyboarding, Catalina Outdoor Adventures and Avalon Freight Services. Motion by Salinas, second Wilson, passed unanimously.

Adopt revised Employee Handbook

Following a brief review of edits made the prior version, it was recommended to adopt as presented. Motion by Howell, second by Puchala. Passed unanimously.

DISCUSSION AND POSSIBLE ACTION

Cruise Industry Update

Wilson stated that Carnival will have fewer Monday visits in September due to renovations of one ship, but increased calls by several carriers later in the fall.

Revised Bylaws

The recommended edit from the attorney review was briefly discussed and other questions answered by staff. It was recommended that the edited document be sent to full board 10 days in advance of next meeting and then shared with full membership for adoption at the September meeting.

Action will be taken at September meeting

Marketing Report

Miller reported that the committees for Marketing and Group Sales had convened earlier today and that all planned ads were proceeding in addition to discussion about fall promotions targeting empty nester communities. A sales blitz will be held in September calling on businesses in the Irvine/Costa Mesa area.

Lincoln reported that banner ad sales and e-newsletter sponsorships are being solicited at this time with announcements in Thursday updates.

Members are being encouraged to submit hi resolution images for the new website and to review listings and let us know of any corrections needed.

Warner reported there was high levels of interest at the recent LA Concierge tradeshow and that she would recommend attending again next year.

No action taken

Events Report

Taste Around & Restaurant Week

Lincoln reported that concert attendance continues to be high and that the revised schedule seems to be working well.

No action taken.

Concert Series Update

Lincoln reported interest is high for the upcoming concerts and that attendance continues to be excellent.

No action taken.

Mixers

Warner reported on available dates for upcoming mixers and requested that those interested in hosting let her know. She reminded attendees that there would be a mixer later this evening at Overlook Hall and in September on Crescent Street next to Wrigley Stage for the Art Festival

No action taken.

New Year's Eve

Lincoln reported that tickets went on sale August 15th.

Visitor Services & Membership Report

Luttjohann reported that he is awaiting the revised design for doors, signage and awnings at the Visitor Center and that foot traffic in the center is very good.

No action taken.

President's Report

Luttjohann stated that in the interest of time he would submit his written report and take questions via email. He also reminded members in attendance that he needed the annual conflict of interest statements signed and returned asap.

Written report on file.

No action taken.

Board Member Reports.

None

FUTURE MEETING AGENDA REQUEST:

None

ADJOURNMENT:

There being no further business to come before the Board, Chair Bovay adjourned the meeting at 3:40 pm.