

MINUTES
EDC-VC BOARD OF DIRECTORS MEETING
February 16, 2023

Location: <https://us06web.zoom.us/j/87048392992?pwd=aGszcmxUdE1XVS9EY0F6NmE1c0JUQT09>

Attendance: Gerhard Apfelthaler – California Lutheran University
Dr. Martita Martinez-Bravo—City of Camarillo
Dee Dee Cavanaugh, *Board Chair* – City of Simi Valley
Nan Drake – E.J. Harrison Industries
Carole Drulias—Mechanics Bank
Harold Edwards – Limoneira Company
Bob Engler—City of Thousand Oaks
Martin Erickson—VCTC
Amy Fonzo – Aera Energy
Jeremy Goldberg – Central Coast Labor Council
Daniel Groff – City of Moorpark
Amber Hair—Pacific Coast Business Times
Cynthia Herrera—VCCCD
Bob Huber—County of Ventura
Alan Jaeger – NSWC Port Hueneme Division (Liaison)
Rachel Lang – City of Ojai
Tracy Perez – VCEDA
Janice Parvin, Ventura County Board Supervisor
Jey Lacey – Southern California Edison
Bryan MacDonald— City of Oxnard, Mayor Pro Tem
Albert Mendez—City of Fillmore
Chris Meissner – Meissner Filtration Products
Shawn Mulchay – City of Camarillo
Andy Sobel – City of Santa Paula
Paul Stamper—County of Ventura
Sim Tang Paradis – City National Bank
Bruce Rokos—County of Ventura
Brian Tucker – Ventura County West (Liaison)
Peter Zierhut, *Secretary/Treasurer* – Haas Automation

Absent: Kristen Decas, *Vice Chair* — Port of Hueneme/Oxnard Harbor Port District
Sarah McLelland- Montecito Bank & Trust
Celina Zacarias – California State University Channel Islands
Misty Perez – City of Port Hueneme
Stephanie Caldwell – Chambers of Commerce Alliance
Skyler Ditchfield– Geolinks
Jim Scanlon – Arthur J. Gallagher and Co
Alex Schneider – The Trade Desk
Trace Stevenson – AeroVironment, Inc

Legal Counsel: Nancy Kierstyn Schreiner, Law Offices of Nancy Kierstyn Schreiner

Staff: Shalene Hayman—EDC Controller
Tracie Schneider, Marketing and Communications Manager
Alondra Gaytan, Director of Strategic Relations
Bruce Stenslie, President/CEO
Kelly Noble, Office Manager

Guests: Gloria Martinez—County of Ventura
Haider Alawami—City of Thousand Oaks
John Bandek—City of Moorpark

Call to Order: Chair Dee Dee Cavanaugh welcomed everyone and called the meeting to order at 3:34pm.

Amendment to the Agenda: N/A

Public Comment: None

Adopt a Resolution, Subject to Government Code 5493, Subdivision (e)(3), for the EDC-VC Board of Directors to Hold Virtual Meetings Due to COVID-19 Emergency: Board Chair Dee Dee Cavanaugh called a motion to adopt a Resolution, Subject to Government Code 5493, Subdivision (e) (3), for the EDC-VC Board of Directors to Hold Virtual Meetings Due to COVID-19 Emergency. ? moved the motion and Brian MacDonald seconded the motion. All listed in attendance in favor, motion carried. and Jey Lacey was not present for this motion.

Approval of Meeting Minutes: **Approval of Meeting Minutes February 16, 2023.**
Board Chair Dee Dee Cavanaugh opened discussion and invited comments from members regarding the February 16, 2023 minutes. Dee Dee Cavanaugh called a motion to approve the February 16, 2023 Meeting minutes. The motion was moved by Amy Fonzo and seconded by Sim Tang Paradis, Dr. Martita Bravo abstained from this motion, all other Board members listed in attendance in favor, motion carried.

Financial Report: **A.) Draft December 2022 Financials Recommendation to Approve.**
Bruce Stenslie provided an overview of the Draft December Financials for 2022, Dee Dee Cavanaugh called a motion to approve the Draft December 2022 Financials. Gerhard Apfelthaler moved to approve the motion and Chris Meissner seconded the motion.

B.) Consideration of Draft Budget for FYE 12/21/2022 Recommendation to Approve.

Bruce Stenslie provided an overview for FYE 12/21/ 2022, Dee Dee Cavanaugh called a motion to approve the Draft Budget for FYE 12/21/2022. Brian Macdonald moved to approve the motion and Cynthia Herrera seconded the motion.

Administration:

A.) Presentation and Discussion, Board of Directors Website Resource and Information Portal

Tracie Schneider provided an overview of the EDC's new Board Portal located on the EDC website. She shared the work they have been doing with the website team which will be a constructed and useful and practical means for board members to access organizational information such as Articles of Incorporation; bylaws; audits and financials; prior board meeting packets; board member contact detail; and other items more readily accessed through this portal than may otherwise be convenient. Board members shared their comments. This item was for informational purposes, no action needed.

B.) Summary Documents for Review and Discussion, EDC Donors and Sponsors Listing and Fact Sheet 2023

Bruce Stenslie shared summary of background detail for the documents shared providing orientations for staff, board members and other stakeholders, and to provide content in support of grant applications or other reports. The Donors & Sponsors summary helps the EDC keep track of grant funders and other sources of revenue. The Fact Sheet is a longer summary by category or activity, useful as a resource for all things EDC. Board member shared their comments. This item was for informational purposes, no action needed.

C.) Ventura County Film Commission/Film Liason Annual Summary Report

Bruce Stenslie provided an overview of the Annual Summary Report that pertains to the Ventura County Film Commission. In the presentation was an update on the last year's Film Commission activities and a preview of the presentation to the County Board of Supervisors. The information elded to the fact that film was up again in 2022, showing a steady year-over-year increase every year since except for 2020 during the first year of COVID. Board member shared their comments. This item was for informational purposes, no action needed.

D.) President's Report

Bruce Stenslie provided an overview of the various local, regional, and other community meetings and partnerships. A few updates for board members included upcoming events, and grant opportunities, with interest in the partnership and leveraging of resources.

Committee/Liaison Reports: N/A

Board Member Comments: N/A

New unfinished business: N/A

Adjournment: Board Chair Dee Dee Cavanaugh thanked everyone for attending and called the meeting adjourned at 4:32pm to March 16,2022 at 3:30pm.