



**Date:** December 5, 2018  
**TO:** Board of Directors  
**FROM:** Steven P. Brown *SPB*  
General Manager  
**SUBJECT:** Consider Approval of Board of Directors Meeting Schedule - Calendar Year 2019

**I. EXECUTIVE SUMMARY**

Regular meetings of the Gold Coast Transit District Board of Directors are held at 10 a.m. on the first Wednesday of each month at the GCTD Administrative Office located at 301 E. Third Street in Oxnard. Beginning in the Summer of 2019 the meetings will be held at the new Administration and Operations Facility at 1901 Auto Center Drive in Oxnard. The Board meeting schedule has been amended in the past to accommodate holidays, the California League of Cities Annual Meeting, and the American Public Transportation Association's (APTA) Annual Meeting.

In 2019 the APTA Annual Meeting is scheduled for October 13-16 in New York City and does not conflict with the regular Board meeting schedule. The California League of Cities Annual Conference and Expo is scheduled for October 16-18, 2019 in Long Beach and does not present a schedule conflict. The California Transit Association Annual Conference is scheduled for November 13-15, 2019 and does not present a conflict. Please let me know if any other schedule adjustments are needed.

**Proposed Board of Directors Meeting Schedule for 2019**

January 2 (approved in 2017)	May 1	September 4
February 6	June 5	October 2
March 6	July 3	November 6
April 3	August - Dark/No Mtg.	December 4
		January 8, 2019 *

*\* Moved to second Wednesday to accommodate meeting or holiday*

**II. RECOMMENDATION**

**It is recommended that the Board of Directors consider, amend if needed, and approve the proposed monthly Board meeting schedule for calendar year 2019.**

**GOLD COAST TRANSIT DISTRICT**