

**Burbank Hospitality Association
Informal Meeting Agenda**

**October 26, 2011
11:00 a.m. – 12:30 p.m.**

**Community Services Building
150 North Third Street, Room 104
Burbank, CA 91502**

INTRODUCTION

Mike S. Flad, City Manager

ANNOUNCEMENTS

AGENDA ITEMS.

- I. Appointment of Officers**
Hospitality industry representatives will vote on Board appointments.
- II. Appointment of Office Terms**
- III. By-Laws/Articles of Incorporation**
Lorena Parker, Civitas, Inc. will discuss the By-Laws and Articles of Incorporation.
- IV. Determine Regular Meeting Time, Date, and Venue**
- V. New Items**
Board members may introduce new items for discussion, but no action may take place except to place the item on a future agenda at this time.
- VI. Next Meeting December 7, 2011 at 9:00 am.**
- VII. ADJOURNMENT**