



Wednesday, April 3, 2024 @ 11:00 am
MEETING MINUTES
Larkspur Fire House Meeting Room Space

APPROVED MINUTES 5/1/2024

Board Members

Bonnie Schwam, President, Present
Dennis Beshear, Vice President, Present
Christian Phelps, Secretary, Present
Sasha Lambert, Treasurer, Present
Karen Hunt, Membership Director, excused absence
Yolanda Bruce, Member at Large, Present

Call to Order 11:06am

Move to approve the March 7, 2024 minutes, moved by Dennis, seconded by Sasha, carried by all

Treasurer Report by Sasha

- Paypal Balance \$1,479.66
- Community Bank Balance \$28,200.94
- Zeffy Balance \$175 (deposited 4/1/2024)
- Total bank balance for \$29,680.60 (Zeffy not included in total bank balance since cleared in April)
- AR for March \$7,500.00 (income received)
 - Zeffy Deposits \$3,375.00
 - Community Bank Mobile Deposits \$3,125
 - QB Deposits \$1,000.00
- Total Expenditures for March \$2,431.99
 - Reference the Monthly Expense Report
 - Expenses Discuss
 - The Organized Flamingo (Information Technology), paid in full and up to date
 - Chamber Office Supplies purchase was for the Mixer Frames
 - Final Lift Rental payment for Holiday Tree Lighting
- Open Pledge Amount \$6,250.00 for March as of 4/3/24 it is \$5,125
 - Red Leaf \$1000 (Membership & Sponsorship)
 - MR Hauling Presenting Membership \$1000
 - ReMax Elizabeth Owens Presenting Membership \$1000
 - Farmers Insurance Supporting Membership \$500
 - The Larkspur Sentinel \$375 MITP

- Black Hills Energy \$125
- Bonnie Sells Colorado \$375
- Design Partners \$375
- PPCC \$375
- *Douglas County Libraries \$575 - paid 4/1/2024*
- *JM Kitchen Bath \$500 - paid 4/1/2024*
- *Perry Park Metro District \$50 - paid 4/1/2024*
- Accrual Income Total = \$15,560
- Cash Income Total = \$10,685
- ACTION - Sasha Refund DC Veterans \$75 since they are a nonprofit and paid the basic membership rate of \$125
- ACTION - Sasha and Christian review the financials to determine if there's a discrepancy with the total income as it appears it should be \$13,750

Move to table the approval of the March financial report until next meeting until we confirm the discrepancy moved by Christian, seconded by Dennis, carried by all

Committee Reports

Music in the Park Update – Dennis B and Bonnie

- [2024 MITP Spreadsheet](#)
- ACTION - Dennis working on getting food trucks, still need several food trucks
- Open Sponsorship Spots:
 - 1 spot for The John Saunders Band - ACTION - Dennis ADD Sasha Lambert Cole, CPA
 - 1 spot for Rascal
 - 2 spots for Fedora Swing
 - 1 spot for Steve & the Cruisers
- Nonprofit recipient spots have been filled up
- Magnets
 - Would like to have by May 1st
 - Order 750 Magnets through BYG Promotions
- ACTION - Dennis will get graphics and send to BYG
- ACTION - Dennis order Event Banners

9 & Dine Update - Bonnie

- Fishers will not be chairing
- Jodi McKillip is interested in chairing, but needs to get through tax season
- Board Liaison will be Sasha Lambert Cole
- Additional committee Members: Dennis Beshear, Karen Hunt, Nancy Link
- ACTION - Bonnie will call Perry Park to see if they will host the event in July (2nd or 3rd weekend)
- We want people to pre-pay for the event
- Sponsorships included with their memberships
 - Dave Topolnicki State Farm (includes a foursome)
- We have towels swags from last year

AACF Update - Bonnie

- Board Liaison will be Yolanda
- AACF will be need to get their sponsors
- Dennis has the website tabs up and are live
- According to Megan the goal bring in \$8500 from booth vendors
- Budget Proposal by Sasha based on income return percentage
 - [AACF Budget Spreadsheet](#)
 - They spent around \$2200 last year
 - ACTION - Sasha add cost of the Bands/Music to Budget
 - ACTION - Dennis has booked bands and will send over list
- ACTION - Yolanda follow up with Megan and Dennis as to when they will be meeting again to be able to attend

Membership Committee - Christian

- Membership Update:
 - Total active member 70 members with 19 pending renewals
 - New Members
 - Be Present Yoga Studio
 - Mint Lending
 - Perry Park Metro District
 - Upgraded Memberships
 - Design Partners (one payment is received for MITP)
 - Altitude Futures
 - Confirmed Renewals
 - Aging Resources
 - Aflac
 - Results Realty of CO
 - Snow Auto Glass
 - Cymax Media
 - PPCC
 - State Farm - Dave Topolnicki
 - DC Veterans Monument Foundation (nonprofit)
 - Jenuine Bookkeeping
 - Douglas County Libraries
 - JM Kitchen and Bath
 - Spruce Mountain Ranch
 - Renewal Letter update - Sasha
 - All renewal letters have gone out through April
- Monthly Mixer
 - [Monthly Mixer Schedule](#)
 - April Mixer Sponsor/Host: Host, Karie Erickson 6220 Apache Dr. Larkspur, Sponsored by Aging Resources
 - May Sponsor/Host: JellyStone
 - June Mixer Update is moved to the 1st Tuesday, June 4th at Spruce Mountain Ranch partnered with Tri-Lakes
- Sasha has purchase frames for member certificates

- Membership Apparel Update
 - [Apparel Spreadsheet](#)
 - Bring items to the upcoming mixer to hand out
 - Be Present Yoga Studio - 1 hat
 - Altitude Futures - 1 visor

Old Business

- Community Bank - Sasha
 - Bill pay set up is completed
- Otter AI update - Christian
 - We have used our free minutes
 - To continue using we would need to upgrade our membership
 - ACTION - Christian find out upgraded membership cost
- Calendly update - Christian
 - Link is active and has been added in the new member email
 - ACTION - Christian send calendly link to board members
- Benevity update - Christian
 - Larkspur Chamber is 501 c 6 not 501c 3 so we do not qualify for a donation
- Swag Bag update - Bonnie
 - ACTION - Bonnie and Yolanda connect next week after the mixer once we get Altitude Futures swag to schedule a time to deliver
- Banking Considerations for membership and possible small business account
 - ENT - Bonnie
 - Wells Fargo - Dennis
 - Independent Bank - Yolanda
- Website update and changes - Dennis
 - AACF tabs are live
 - Once we have confirmed membership payment Dennis will need to inform the website developers to set up directory access for a business on the back end of the website to that they can begin to set up their business directory
 - Dennis has created a information sheet to email to businesses to set up their directory once active
 - ACTION - Christian add directory instructions to membership letter or send a follow up email with directions once the back end is set up
 - Businesses needing to get on Directory still
 - Car Connections
 - Larkspur Outdoor Maintenance
 - Justice Roofing
 - Restorative Wellness & Massage
 - Mint Lending
 - Perry Park Metro District

New Business

- Signarama
 - Celebration of Life April 27th @ 5pm Colorado Mountain Brewery, Monument CO
 - **Motion to donate \$100 toward a gift or charity, moved by Yolanda, seconded by Dennis, carried by all**
- Coffee Meeting scheduled 1st one for May 22nd at Larkspur Fire House Meeting Space 8am - 9 am
- Google Business Verification
 - Our google business account is still not verified
 - ACTION - Christian and Dennis are scheduled to meet before the mixer to take another video to submit to get our google business verified

Approved ACTION Items for Marketing Director

Larkspur Chamber will be hosting its first Coffee Meet Up on May 22nd at Larkspur Fire House Meeting Space 8am - 9 am

May:

Jellystone Park at Larkspur
650 Sky View Ln, Larkspur

June 4th (date change):

Spruce Mountain Ranch partner event with Tri-Lakes & Larkspur Chamber
14771 Spruce Mountain Rd, Larkspur

Meeting Adjourned 12:25 pm