



September 6, 2023 Meeting Minutes

**APPROVED 10/5/2023**

### **Board Members**

Bonnie Schwam, President, present

Dennis Beshear, Vice President, present

Peggy Whalen, Treasurer, present

Christian Phelps, Secretary, present

Rob Soucek, Membership Director, absent

### **Call to Order 11:15 am**

**Approval of Minutes** postponing for time to review July and August minutes

### **Bookkeeping Update and Questions from Jenifer Martin via email**

- Art & Craft Fair (AACF):
  - I updated the spreadsheet to show new applications and payments received. Now we are up to 41 vendors! The revised spreadsheet attached shows all details including missing details or questions which are highlighted in yellow.
    - **ACTION** - Bonnie will review updated spreadsheet and follow up with the highlighter items
- Memberships:
  - 2 payments were received from Kirk Sagert with True North Woodworks - \$125 on 8/31 and \$100 on 8/31.
    - **ACTION** - Jennifer, please update your spreadsheets to reflect this information \$100 is for their booth rental at Arts & Crafts and \$125 is their new membership,
  - Auto renewals at the old rate for 2023
    - Auto renewals will be able to auto renew at the old rate, the board will be reaching out to auto renew members before 2024 to advise them of the new rate to adjust their account.
- Music In The Park (MITP):
  - I added the check information for the payment made to Black Rose Band.
  - How are Hats and Visors allocated
    - **ACTION** - Jennier, allocate Hats and Visors purchased to Music in the Park
- 9 & Dine:
  - I refunded \$475 to Brian Worker with Red Leaf Solutions through PayPal per Bonnie.
- Financial statements as of 8/31/23 were provided in my 9/2/23 email
- I filed the CO Secretary of State periodic report which was due by 8/31/23

### **Treasurers Report by Peggy Whalen**

- \$20,188.61 Community Bank Balance
- \$ 6,089 PayPal Bank Balance
- **Motion moved to withdrawal \$5,000 from PayPal to be deposited into Community Bank, leaving \$1089 in PayPal, carried**
- **Motion moved to approve the bookkeeping financial reports provided with the amendments of adding True North Woodworking deposits as indicated above, carried**

### **Monthly Mixer:**

- Next mixer will be at Gary Conder's House, Sept 12th at 5:30pm
- **ACTION** (Board) - Call from members and remind them of the following:
  - Upcoming mixer
  - Bring 20 items to be place in swag bags that go out to new residence
  - If attending would they want to provide a door prize to the mixer and can give a short intro about their business
  - Art & Craft event September 16th and 17th
  - Interested in doing a Log Cabin Chat with Bonnie on Tuesdays at 10 am - contact Bonnie
- **ACTION** (Board) - If we hear information from the call about door prize or swag items notify Bonnie

### **Committee Reports:**

#### Membership Committee

- Membership goal was to get 10 new members by September 1st, we got 5!
- September goals is 5 more new members by end of month
- Tabled but needs future action - Review of membership levels of the chamber

#### Events Committee

- Music In the Park:
  - WireWood Station is the last music in the park for the season - due to rain delay they were moved to tonight, September 6, 2023
  - Food Vendor for event – Rebel Cookie Dough
  - Working the Chamber table will be: Bonnie, Dennis & Christian
- Autumn Arts and Crafts Fair – Sept 16<sup>th</sup> and 17<sup>th</sup>
  - Dennis B, Dennis G, Peggy B will help oversee the event
  - ACTION - Bonnie will get Dennis the Town Meeting Information Sheet
  - If vendors want to rent buckets for weights they are available for rent 4 for \$10
  - At this event will not be having a non-profit food vendor
  - Douglas County Veterans group will be doing beer and wine booth
  - LVFA (Jim Whalen) is providing coffee at the Chamber tent, so any profits from that will go to that non-profit organization
- Christmas Tree Lighting – Peggy/Bonnie

- Peggy called Anita Wilkenson to see if she wanted to renew her membership to reserve the same tree. She is undecided at this time. Peggy will get back to her with trees available
- Tree assignments - chamber members first, sponsors for tree lighting, membership level, and current membership status
- Sponsors for Christmas Tree Lighting Event outside of the purchase of the trees:
  - MR Hauling
  - Star Hitch Wagon
  - Fishers Investments
  - LVFA will be doing hot chocolate
- ACTION - Board think about if you want to name the Christmas Tree Lighting something else

### Old Business

- Under consideration for a better better payment options for hats and visors
  - Considering Venmo
- Jennifer Martin talked about purchasing program through paypal
  - Per her 9/2/23 email - Prior to now, I was unable to order the PayPal In-Person Signage Kit because it was on backorder but now it is available. The cost is \$14.99 - **Motion moved to not purchase the PayPal Signage Kit - carried**
- Bonnie ordered a list of new residents for the past 12 months that will receive the swag bag. The cost was \$35. Bonnie will send an invoice to Jennifer Martin.
- Website:
  - **ACTION** - Board continue to review the website both on PC as well as mobile. We still have bugs we are working out, if you see something say something to Dennis or Bonnie.
  - **ACTION** - Dennis
    - add make a payment under the Tree Lighting information
    - hide Blogs that over a year old
    - review to make sure only active members are listed
- Log Cabin Chats
  - Need to get people signed up for log cabin chats.
  - Held Tuesdays at 10 am with Bonnie
  - David Topolnicki with State Farm was the most recent interview
  - **ACTION** - Bonnie work to post interview to facebook page and under the members listing page
  - **ACTION** - Board to consider setting up a YouTube Channel, discussion for next meeting
- 9 & Dine
  - Bill and Debbie Fischer and Jodi McKillip will be the chair for next year
  - Bear Dance said no to hosting for next year
  - Chairs will need to determine a location

### New Business

- **Motion moved to get another board members as a member at large, carried**
- **Welcome, Christian Phelps as our new Secretary, Board nomination at the last monthly mixer of attending membership, moved and carried**

- **Motion moved to look into ordering new banners for Autumn Arts and Crafts for next year and discuss further, carried**
- Tabled but needs future action - Need to determine a time and date to the cleaning up of storage units

**Meeting Adjourned at 12:30 pm**