



Date: Wednesday, March 4, 2026 @ 11:00 am
 Location: Larkspur Fire House
 MEETING MINUTES - **APPROVED 4/1/2026**

Board Member: Roll Call	Present	Absent
PRESIDENT: Bonnie Schwam	X	
VICE PRESIDENT: Jodi McKillip	X	
SECRETARY: Christian Phelps	X	
TREASURER: Margaret Manka	X	
MEMBERSHIP DIRECTOR: Yoland Bruce	X	
MEMBER AT LARGE: Gary Condor	X	
MEMBER AT LARGE: Dennis Beshear	VIRTUAL	
AMBASSADOR PROGRAM DIRECTOR: Amy Cotsworth		X

Call to Order 11:01am

MINUTES: Move to approve February minutes, moved by Jodi, seconded by Yolanda, carried by all

Motion that Margaret Manka is the new treasurer and signer on our Community Bank account and to receive a credit card, moved by Jodi, seconded by Gary, carried by all.

TREASURER REPORT:

- Total Bank Balance: **\$39,863.56**
- Net Event Income:
 - Golf 9&Dine: \$0
 - AACF: \$1260
 - MITP: \$375
 - Tree Lighting: \$70

Tabled the Financial Report for February until April meeting giving us time to review all financial reports received a day before the meeting.

- Minuteman Press paid twice (Zeffy autorenewal payment and QB Payment)
 - ACTION - Dennis refund in Zeffy and turn off autorenewal in Zeffy

- HMH Tree Payment - 4 payments outstanding
 - ACTION - Christian send list to Bonnie to call businesses outstanding

COMMITTEE REPORTS & UPDATES:

MITP: Bonnie and Dennis

- ACTION - Dennis and Bonnie contact ALL Supporting members and firm up their MITP sponsorship - COMPLETED, 8 secured so far
- ACTION - Dennis order 400 magnets (ordered to many last year)
- ACTION - Dennis firm up Nancy Page Cooper - COMPLETED, invoiced has been sent via QB
- ACTION - Christian set up 2026 MITP Google Folder and spreadsheet - COMPLETED, Dennis will update the spreadsheet
- April 20 deadline - Need ALL sponsors confirmed to go to press with magnets to have in time for the May Mixer

AACF: Christian

- After set up was made on Zeffy and the Website for AACF Dennis G has sent out mailchimp communication opening up booth apply and pay
- 14 Venders have applied and paid | (7) 1-day booth & (7) 2-day Booth

GOLF 9 & DINE: Jodi

- Bear Dance \$89 9-hole golf + \$45 for dinner = our cost \$134
- ACTION - Jodi find out date and time slot
- Discussion to offer \$165 | any promotional items would depend on sponsorship
- ACTION - Bonnie get quote from Perry Park

LUNCH & LEARN: Bonnie

- Who will take the lead - Christian will take the lead to get Lunch & Learn organized and started
- ACTION - Christian research current lunch & learn events for date and time and bring proposal to next meeting
- Propose to have a small fee to cover the lunch
- Looking at offering 4 this year
- Location of these to finalize

Membership Update: Yolanda

- Membership Total: 77
- New Members: 2
- Outstanding Renewals: 9
 - ACTION - Yolanda call with a final follow up
- New ICON (logo)for Monthly Mixers - all agree to move forward with the new ICON proposed

Ambassador Update: Amy (absent)

Website Update: Christian/Bonnie

- Path2Purpose February Invoice with 2 additional hours of service included
 - **Move to pay the invoice in full with the two additional hours, moved by Yolanda, seconded by Dennis, carried by all.**
- All events now have their own page so that we can add more detail and pictures to the events (*1hour of billable service*)
- All new members have been added to the directory
- ACF event and payment platform have been set up and connected (*1hour billable service*)
- **Move to pay Path2Purpose for additional hours of service for event page updates (such as HMM, Holiday Dinner, 9 & Dine Golf) that require a Zeffy payment attachment, moved by Jodi, seconded by Yolanda, carried by all**

OLD BUSINESS:

- Membership Survey Update - no new responses
- ACTION - Bonnie contact Stephanie to add a reminder and deadline for the membership survey

NEW BUSINESS:

- Circle ICON “Proud Member of Larkspur Chamber”
 - ACTION - Yolanda create so members have to add to marketing materials
- Sentinel Ad for April (due 15th)
 - 2 - ½ pages
 - ½ page - Membership
 - ½ page - MITP
- Membership Letter
 - ACTION - Bonnie send Letter to Stephanie to be emailed out
- Nonrenewal/Exit Survey
 - Yolanda will be in charge of sending out versus
 - ACTION - Christian create exit survey
- **Move to have Castle Rock Tax as our Bookkeeper, moved by Christian, seconded by Yolanda, carried by all**
- .5 K to be added to next months agenda (proposal by Jodi next month)
- Mayor West's term ends at the end of March and Mindy is the new mayor.

Meeting Adjourned 12:24pm