

BRUCE  
PAT  
CONNIE  
KERRI (BTAC)

JAN (BTAC) Mechelle - Guest  
~~KERRI absent~~

Pat's Copy

Rose

Boulder Area Chamber of Commerce  
**BOARD MEETING AGENDA**

Date: Tuesday, July 19 26, 2022

Noon - Volunteer Hall - Jefferson County Fairgrounds

To Join Remotely: zoom.com/join Meeting ID - 843 8221 6851 Passcode - 058796

Phone: 1-699-900-9128

Noon - bring Brown Bag lunch (beverages provided)

1. Call to Order - Noon 12:03 PM - 1:04 PM
2. Attendance/Roster/Membership ✓
3. Approval of meeting minutes June, 2022
4. Financial report, discussion & approval - Kerri + Connie
  - Should the chamber open a separate bank account for BTAC funds?
  - Notes from June meeting: BTAC not interested in becoming a part of BACC; 4th of July Parade went well; have a volunteer for flowers in medians; Gerald Craft has trimmed medians twice, but not next year?; Highway Patrol letter on hold for now; working on Park signage (incorporating Connie's ideas); we have 11 car show sponsors; will invite music sponsors before too long; music vendors have been invited; "Boulder Buck" coupon pending but will be ready for car show; phone book revision before end of year.
5. Business
  - a. Main Street medians - Mechelle will adopt →
  - b. Boulder Buck promotion - PAT
  - c. BTAC Marketing ad hoc committee - JAN Z. BROCHURE NEXT YEAR
  - d. Phone book revision printing -
6. Committee Reports /Organizational meetings
  - a. Garage Sale (June 18) Bettie, Bruce, Pat
  - b. Farmers Market (July 7-Sept. 29) Connie, Bruce, Pat (SIGNS) - SEASONAL
  - c. Car Show (Aug 27) Pat, Bruce, Jennifer
  - d. Music Festival (Sept. 10) Bruce, Pat, Jennifer
  - e. Bazaar (Nov. 19) Kerri, Bruce, Pat  
Networking After Hours + Contractors
7. Board open discussion
8. Next meeting, August 16, Noon - Volunteer Hall
9. Adjourn

PAT  
FINANCIALS  
P+L  
VENDOR DETAIL

10 copies of Music fest to Connie + Car Show

8/16/22

Connie  
Kerri

Boulder Area Chamber of Commerce  
BOARD MEETING MINUTES - July 26, 2022

1. Call meeting to order with quorum at 12:03pm
2. Attending Directors: Bruce, Pat, Connie, Kerri; Excused Absence: Jennifer  
Members: Rose Perna (Alpine House Svcs)  
Guest: Mechele Anderson, resident; Jan Zietlow (BTAC)
3. Approval of meeting minutes from June 21, 2022 - Connie/Kerri moved and approved as presented
4. Financials: financial reports were emailed to all. Approved as presented by Kerri/Connie
  - Should the chamber open a separate bank account for funds collected on behalf of others (BTAC etc.)? Board agreed that a separate bank account be opened for funds being held on behalf of others.
  - Jan Z. clarified that BTAC needed to stand alone and separate from BACC due to BTAC's relationship with the City.
5. Business
  - a. Main Street medians - Mechele Anderson advised the Board of her interest in tending to the Main Street medians if she can find other local community support to help her. Discussion ensued regarding the past efforts and future limitations. Board asked her to keep them updated on her progress. Chamber has a line item budget for median flowers and trimming.
  - b. Boulder Buck promotion - Pat reported that this promotion should be ready before the Car Show event.
  - c. BTAC Marketing ad hoc committee - Jan Z. reported that a Boulder brochure continues to be in the works but probably not ready until 2023. That BTAC has requested some funding from the City of Boulder.
  - d. Phone book revision printing - Pat states she'll work on this after the summer events with a goal of end of this year. No cost to advertisers. Website update to collect phone numbers.
6. Committee Reports /Organizational meetings
  - a. ~~Garage Sale (June 18) Bettie, Bruce, Pat~~
  - b. Farmers Market (July 7-Sept. 29) Connie, Bruce, Pat - Connie reports pretty much on target. About 9 vendors. Still working on park signage.
  - c. Car Show (Aug 27) Pat, Bruce, Jennifer - 11 sponsors, plaques ordered, need a few volunteers to help with registration 8a-9a day of event.
  - d. Music Festival (Sept. 10) Bruce, Pat, Jennifer - coming together, vendors have been invited, sponsor solicitations will go out by month end, suggested to invite additional food vendors (as long as there are no duplicates).
  - e. Bazaar (Nov. 19) Kerri, Bruce, Pat - pending

Added:

- f. Networking/After Hours event(s) - Kerri, Rose (hold that thought)
- g. Contractor event - Rose (hold that thought)
7. Board open discussion - Bruce received the JLDC annual dinner meeting invite. Board approved purchasing two tickets on his behalf to represent BACC at the event.
8. Next meeting, August 16, Noon – Volunteer Hall
9. Adjourn - 1:03pm



Since June 21 board meeting and through June 23:

- Draft board meeting minutes were distributed.
- Letters went out to car show plaque sponsors on 6/25 via email. Included in the email distribution were all chamber members and advertisers and a few others, 1 by mail. Sponsorships in previous years were \$45. Price was reduced to \$25 in consideration of ARPA funding to help ease the “ask” burden that everyone feels this time of year to support events.
- On 6/30, Bruce & Pat met to go over the ‘follow up’ items noted from the June board meeting. Flowers for the medians were nixed, but trimming will continue as needed. If a volunteer wishes to take on the medians this summer, that would be welcome. BTAC wishes to continue “working together” - the chamber may call this an ad hoc committee and will continue to designate income and expense in the “other income” category in QBs.
- Jan Anderson was the winner of the \$25 gift card from the Garage Sale drawing - that gift card has been mailed to her.

July 1-9:

- Start processing the car show sponsor receipts. Five sponsors to date.
- Balance checkbook, pay bills.
- 7/5 Car show sponsor: L&P #6
- Emailed invites to potential Music&Arts Festival vendors, chamber members and a few miscellaneous others. I just wish my fingers wouldn’t get ahead of my brain...

July 10-16:

- 7/11,12 car show sponsor, music vendor #1
- Rescheduled Chamber board meeting to July 26.

July 17-26:

- Ordered from Rallye the car show plaques and magnets. Paid invoice in full. 11 sponsors.
- Music Fest vendors are trickling in.
- Board meeting July 26
- Preparing reports and revising agenda for board meeting
- Meet with Bruce prior to board meeting?

To do:

- “Boulder Buck” - create and solicit advertisers
- Bills to pay:
- Receipts to car show folks.
- Music Fest - Write letters to potential sponsors
- Write letters to vendors for the Music Festival
- Car Show - Create & print ballots, day of event registration forms and car numbers
- Phonebook ad outstanding: Tobacco Use & Prevention \$90
- Phonebook - revision

# Boulder Area Chamber of Commerce

Balance Sheet YTD

As of July 23, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
CD (Mat. 2/18/2023)	5,134.11
CHECKING ACCT	15,980.86
Petty Cash	5.00
<b>Total Bank Accounts</b>	<b>\$21,119.97</b>
Other Current Assets	
Inventory Asset	9.00
Undeposited Funds	75.00
<b>Total Other Current Assets</b>	<b>\$84.00</b>
<b>Total Current Assets</b>	<b>\$21,203.97</b>
<b>TOTAL ASSETS</b>	<b>\$21,203.97</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
Opening Balance Equity	14,368.04
Retained Earnings	-2,845.11
Net Income	9,681.04
<b>Total Equity</b>	<b>\$21,203.97</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$21,203.97</b>



**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

**YOUR BUSINESS  
NAME HERE**

HOURS

OFFER:

---

---

---

Value: \_\_\_\_\_

Expires:

---

---

**Re: Boulder Chamber - Board Meeting Agenda etc. TUES JULY 26, NOON, VOLUNTEER HALL**

1 message

---

**Patricia Lewis** <radon.gal@gmail.com>  
To: Jennifer Chapman <simplicityforyou@yahoo.com>

Sat, Jul 23, 2022 at 7:58 PM

You may be excused ☹ !

*pat.*

*~patricia lewis*

*(c) 406 422-6512*

*(e) radon.gal@gmail.com*

On Sat, Jul 23, 2022 at 6:23 PM <simplicityforyou@yahoo.com> wrote:

Hello everyone,

I am the only server Tuesday so I am unable to attend. I'm sorry

Cheers,  
Jenn

Sent from Yahoo Mail for iPhone

On Saturday, July 23, 2022, 1:31 PM, Patricia Lewis <info@bouldermtchamber.org> wrote:

Board (please RSVP if not able to attend):  
July Agenda  
June Draft board meeting minutes  
Financials & Admin reports

--

Patricia Lewis, Admin Assist  
**BOULDER AREA CHAMBER OF COMMERCE**  
PO Box 278, Boulder MT 59632  
BACC Tel Msg: 406 465-2106; Cell: 406 422-6512  
info@bouldermtchamber.org