

PAT, BRUCE, JAN Z, Bettie S, KERRI, CONNIE,
DODI, NIC, Rose, Jennifer,
Dog "Cole"

nic
weitzman

Boulder Area Chamber of Commerce
BOARD MEETING AGENDA

Date: Tuesday, March 15, 2022

Noon - Volunteer Hall - Jefferson County Fairgrounds

To Join Remotely: zoom.com/join

Meeting ID - 894 7534 0252

Passcode - 306 167

Phone: 1-699-900-9128

MKT
JUL 7

Noon - bring Brown Bag lunch (beverages provided)

1. Call to Order - 12:15 pm 12:15p
2. Attendance/Roster/Membership 12:20 pm
3. Approval of meeting minutes November 2021 and February 2022 - 12:25 pm
4. Financial report, discussion & approval- 12:30 pm
5. Admin report 12:35 pm
website updates: members, events, ARPA
6. New business -
 - a. Budget 2022 - discussion and approval
 - b. Workers comp discussion for volunteers
 - c. Chamber ARPA funding discussion - Terri
 - d. Community ARPA funding/Tourism grants discussion - Terri
 - e. Committee assignments and tentative event dates
 - f. Phonebook update
 - g. Logo discussion
 - h. 2022 Meeting Schedule 3rd Tues / M.O.
7. Agenda items, April 19th Noon - Volunteer Hall
8. Adjourn 1:20 pm

Events (E)
6/18 GAR
8/27 CAR
9/10 MVS
11/19 BAZ
MKT

\$3000 website
\$3000 music
\$4000 Mktg

Also:
ad in paper for new members welcome + board
ck 75.00 hall rent
events on website asap
new members on website; mtg w/EDGE

DO

mail Jennifer info.
PDF for website

BACC board meeting Tuesday, March 15, noon, Volunteer Hall

1 message

Patricia Lewis <info@bouldermtchamber.org>

Sun, Mar 13, 2022 at 7:49 PM

To: Jan Zietlow <jzitlo58@gmail.com>, "Terri Lewis, ARPA Grant Administrator" <terri.lewis@jldcmt.com>, "Keith Hammond, Boulder Monitor" <keith@boulder-monitor.com>, "Connie Grenz (2022)" <conniegrenz63@gmail.com>, "Patricia Lewis, DBA, dir. (2022)" <radon.gal@gmail.com>, "Bruce Binkowski, dir. (2022)" <binkprod@gmail.com>, "Kerri Kumasaka, dir. (2022)" <bhs@boulderhotsprings.com>, "Jennifer Chapman mgr, dir., Elkhorn Bistro" <simplicityforyou@yahoo.com>

For Tuesday's chamber board meeting find attached:

March agenda

November & February's draft meeting minutes that need approval

2022 YTD financials (balance sheet, P&L)

2021 P&L and Budget worksheet for discussion and approval

and a SNEAK preview of the 2022 phonebook that is now in production and going to print this week.

Any board member who cannot attend needs to advise their absence.

See you's Tuesday, noon, Volunteer Hall. And, bring your lunch if you like.

Best,

.....
Patricia Lewis, admin support

Secretary/Treasurer

for the Boulder Area Chamber of Commerce

PO Box 278, Boulder MT 59632









www.bouldermtchamber.org

Tel/Msg: 406 465-2106; Pat's Cell: 406 422-6512

Eml: info@bouldermtchamber.org

Follow the Chamber on Facebook

8 attachments

-  **Agenda BACC March 2022.pdf**
62K
-  **BACC Minutes 11.21.21.pdf**
32K
-  **BACC Minutes 02.15.22.pdf**
57K
-  **March BalanceSheetYTD.pdf**
35K
-  **MarchMtg 2021 P&L.pdf**
83K
-  **MarchMtg 2022 P&L.pdf**
54K
-  **MarchMtgBudgetWorkSheet.pdf**
78K
-  **BACC Phone Book 2022 (1).pdf**
2366K

FINAL

Boulder Area Chamber of Commerce
BOARD MEETING MINUTES - Tuesday, March 15, 2022
Noon - Volunteer Hall - Jefferson County Fairgrounds

Connie
Jennifer
OK
as is 4/19/22

1. Noon - bring Brown Bag lunch - Call to Order - 12:15pm
2. Attendance/Roster/Membership - 12:20pm
Board: Patricia Lewis, Bruce Binkowski, Kerri Kumasaka, Connie Grenz, Jennifer Chapman
Members: Jodi Smiley, Rose Perna, Bettie Schlueter, Terri Lewis
Guests: Nic Weitzman and her service/companion dog Cole, Jan Zietlow
3. Approval of meeting minutes from November 2021 and February 2022 - 12:25pm
November: Connie/Jennifer meeting minutes approved as presented; February: meeting minutes presented with question about the expiration date of Bruce's board term. Connie/Jennifer meeting minutes approved as presented with correction to be researched for Bruce's board 3 year term expiration date of 2/2024 (elected 1/2021).
4. Financial report, discussion & approval - 12:30pm
Pat presented the financial reports that included the Balance Sheet for bank accounts; P&L YTD. An Income and Expense Report was presented for line item details for the purpose of the 2022 budget; Connie asked if the Chamber had received a bill from Helena Recycling for last year's plastics recycling. 406 Recycling does electronics for a donation; Staples will accept most electronics free of charge. Checking account: \$12425.59. CD balance: \$5134.11. Petty Cash \$325.22. CD renewed Feb. 18, 2022 for another year. Question from Jennifer about cell phone and office space & storage; and memberships and had questions about recyclables.
5. Admin report - 12:35pm
Pat restated the agreement of employment relationship between she and the Chamber. Board agreed to re-new the sum of \$300 per month starting in March (January and February will be considered volunteer work). Some website updates have been forwarded to EDGE: directors have been updated; non-members removed. Will take up to 5 business days to be completed. New members to be added. Phonebook sneak preview ready to go to print. Ordering 3000. Available at City, Post Office, Boulder Monitor.
6. New business
 - a. **Budget 2022:** Brief review of preliminary reports - income & expense overview; event income and ARPA funding. Bruce & Pat will review the Budget and present final proposed figures for the April meeting. Discussion.
 - b. **Workers comp discussion for volunteers:** Chamber insurance provider does not request for the Chamber to have a Workers Compensation Policy on our volunteers. Chamber has been advised that workers comp is not a State mandate.
 - c. **Chamber ARPA funding discussion:** Bruce summarizes his thoughts on allocating funds. The Chamber has been authorized to apply for \$10k per year for 2 years by the County. Suggest: \$3k website enhancements, Rose Perna stated she would consider volunteering to help update and enhance the Chamber website; \$3k music festival; \$4k (with other options for additional funding) to market events. Must have progress reports and measurable project outcomes for ARPA money spent. Bruce will fill out the application with Terri for the first year. Businesses in general can apply for a \$2500 ARPA grants as a result of Covid impact. Board agrees to pursue.

- d. **Community ARPA funding/Tourism grants discussion:** Chamber will sponsor an application for BTAC marketing committee for their Boulder marketing brochure and potential distribution. Chamber will be a pass through for funds for BTAC. There will be no impact to the Chamber budget. Discussions. Board agrees to pursue.
- e. **Committee assignments and tentative event dates:**
 - Farmers Mkt starts July 7 thru 9/29 - Connie, Bruce
 - Garage Sale: Saturday of Father's Day weekend - Pat, Bruce, Bettie
 - Car Show: Aug. 27 - Bruce, Pat, Jennifer
 - Music Festival: Sep. 10 - Bruce, Pat, Jennifer
 - Bazaar: Nov. 19 - Bruce, Pat, Kerri

There was a general board discussion about community interaction and engagement. Zoom meeting recording ended after 1hr and 32min. The following items were left for another meeting.

- f. **Phonebook update:** tabled
 - g. **Logo discussion:** tabled
 - h. **2022 Meeting Schedule:** tabled
7. Agenda items for April 19th, noon - Volunteer Hall
 8. Adjourn

Submitted by Patricia Lewis
Director, Admin Assist

mtg copy

02-2022-BoardDirectors.wpd

DIRECTORS Dated: 2/15/2022

DIRECTORS SERVE as noted below: from appointment or election until next election or appointment.

Appointments fill remaining terms vacated.

Board	Name		Date In	Date Out	Term Expires
DIR 1-2yr	Sarah Bauer	elected	1/2011 (?)	12/31/13	12/31/13
	Carellen Nix	elected	1/8/2014	12/31/16	12/31/16
	Anika McCauley	appointment/resigns	2/8/2017	12/31/17	12/31/19
	Carellen Nix	appointment/resigns	2/1/2017	12/31/18	"
	Bettie Schlueter	appointed	1/9/2019	12/31/19	"
	Bettie Schlueter	elected/resigns	1/10/2020	12/31/21	12/31/22
	Patricia Lewis	elected	2/15/2022		2/2023
DIR 2-2yr	Betty Charlton	elected	1/2011 (?)	12/31/13	12/31/13
EXP 2/2024	Lynn Price	resigned	1/8/2014	12/10/14	12/31/16
	Shellie Lee	appointed/resigned	12/10/2014	12/31/15	"
	vacant		1/2016	2/10/16	"
	Deborah Colella	appointment	2/10/2016	12/31/16	"
	Deborah Colella	elected/resigned	1/11/2017	11/14/18	12/31/19
	LaDana Hinz	appointed	12/12/2018	12/31/19	"
	LaDana Hinz	elected/resigned	1/2020	2020	12/31/22
	Jennifer Chapman	elected	2/15/2022		2/2024
DIR 3-3yr	Kerri Kumasaka	elected	1/2012 (?)	12/31/2014	12/31/14
EXP 2/2024	Courtney Atkinson	elected/resigned	1/14/2015	6/8/2016	12/31/17
	Connie Grenz	appointment	6/8/2016	12/31/2017	"
	Bruce Binkowski	elected	1/10/2018	12/31/2020	12/31/20
	Bruce Binkowski	elected	1/2021		2/2024
DIR 4-2yr	Sarah Layng	elected	1/2012 (?)	12/31/2014	12/31/15
EXP 2/2024	Sarah Layng	resigned	1/14/2015	11/20/2017	12/31/18
	Lori Smith	appointed/resigned	1/10/2018	3/16/2018	"
	Sharla Samuels	appointment	4/11/2018	12/31/2018	"
	Sharla Samuels	elected/expires	1/9/2019	12/31/2021	12/31/21
	Connie Grenz	elected	2/15/2022		2/2024
DIR 5-3yr	Patty Vossler	elected	1/9/2013	12/31/2015	12/31/15
EXP 2/2025	Kayla Holman	elected	1/13/2016	12/31/2018	12/31/18
	Aubrie Carey	appointed/expires	1/15/2020?	12/31/2021	12/31/21
	Kerri Kumasaka	elected	2/15/2022		2/2025

Boulder Area Chamber of Commerce

4

Balance Sheet YTD

As of March 13, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
CD (Mat. 2/18/2023)	5,134.11
CHECKING ACCT	12,425.59
Petty Cash	325.22
Total Bank Accounts	\$17,884.92
Other Current Assets	
Inventory Asset	9.00
Undeposited Funds	0.00
Total Other Current Assets	\$9.00
Total Current Assets	\$17,893.92
TOTAL ASSETS	\$17,893.92
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	14,368.04
Retained Earnings	-2,845.11
Net Income	6,370.99
Total Equity	\$17,893.92
TOTAL LIABILITIES AND EQUITY	\$17,893.92

Boulder Area Chamber of Commerce

Profit and Loss

January 1 - March 15, 2022

	TOTAL
Income	
DUES	2,175.00
EVENTS INC	
Car Show	25.00
Phonebook Ads	6,150.00
Total EVENTS INC	6,175.00
Total Income	\$8,350.00
GROSS PROFIT	\$8,350.00
Expenses	
Advertising	395.00
Website Expense	20.00
Total Advertising	415.00
Bank Fees - CC	57.91
Bookkeeping Exp	150.00
EVENTS EXP	
Phonebook Exp	641.85
Total EVENTS EXP	641.85
Legal & Professional Fees	300.00
License / Taxes	20.00
Meeting expense	75.00
Membership Exp	95.00
Office Supplies	133.74
Postage	112.80
Rent Paid	30.00
Total Expenses	\$2,031.30
NET OPERATING INCOME	\$6,318.70
Other Income	
Interest Earned	1.29
Other Income	51.00
Total Other Income	\$52.29
NET OTHER INCOME	\$52.29
NET INCOME	\$6,370.99