

Boulder Area Chamber of Commerce
BOARD MEETING AGENDA
Date: Tuesday, May 17, 2022
Noon – Volunteer Hall – Jefferson County Fairgrounds
To Join Remotely: zoom.com/join
Meeting ID – 838 9242 9793
Passcode – 188 351
Phone: 1-699-900-9128

Noon – bring Brown Bag lunch (beverages provided)

1. Call to Order - Noon
2. Attendance/Roster/Membership
3. Approval of meeting minutes April, 2022
4. Financial report, discussion & approval
5. New business –
 - a. Community ARPA funding/Tourism grants update
 - b. Board open discussion
 - c. July 4th Parade
 - d. Main Street medians
6. Committee Reports / organizational meetings
 - a. Garage Sale (June 18) Bettie
 - b. Farmers Market (July 7-Sept. 29) Connie
 - c. Car Show (Aug 27) Bruce, Jennifer, Pat
 - d. Music Festival (Sept. 10) Bruce, Pat, Jennifer
 - e. Bazaar (Nov. 19) Kerri, Bruce, Pat
7. Next meeting, June 21th Noon – Volunteer Hall
8. Adjourn

Boulder Area Chamber of Commerce
BOARD MEETING MINUTES - Tuesday, May 17, 2022

Connie
Kerri

1. Call meeting to order - quorum at about 12:05pm
2. Attendance - Directors: Pat, Bruce, Kerri, Connie
Absent: Jennifer (notified in advance)
Member: Bettie Schlueter (Keeping You in Stitches)
Guest: Jan Zietlow (BTAC)
3. Approval of meeting minutes from April 19, 2022. Moved to approve as presented (Connie/Kerri).
4. Financials - Financial reports were emailed to Board (Balance Sheet, P&L, Transaction list by Vendor). Checkbook balance to date is \$18,281.45; CD balance is \$5134.11; Petty Cash balance is \$325.22
 - Invoices to consider: Jefferson County Rodeo submitted a sponsor request. Bruce suggests the 1/2pg program color ad \$100; Pat suggests that the ad should include member names consistent with other advertising. Bruce will contact Brady Nordahl about the 1/2pg ad. Ad payment is due by Aug. 1st, 2022.
 - Lewistown Insurance invoice: Liability: \$1240.00; D&O \$893.00. Total due to Philadelphia Insurance Company is \$2133.00. Approved by board. CONNIE/KERRI
 - A copy of the Philadelphia insurance policy is on file with Pat's records.
5. New business:
 - a. Community ARPA - Bruce: grant for BTAC. BACC sponsors and applies on behalf of BTAC. Funds, if granted, "passthrough" BACC to BTAC. Still pending formal notification of approval.
 - b. Board open discussion - Kerri: suggests the sponsoring of networking/after hours event(s) on behalf of BACC for members. She offers the Boulder Hot Springs to host an event... perhaps a networking lunch. Pat: Jennifer/Bistro has the same idea and maybe the two could coordinate a chambers only event(s). Kerri will contact Jennifer and the two can come up with dates, times and any needs for financial support. Connie: mentions the need to review the chamber board meeting times on behalf of those directors who currently can not make the noon time frame. Director Jennifer has stated her difficulty in attending the noon meeting due to work staffing issues. 2pm was suggested as an option. (Note: Review Bylaws for references on absences).
 - Per bylaws this is the only reference on director absences from meetings:
 - 5.10 **Removal of a Director:** Any Director who is absent without prior notification for 3 (three) consecutive meetings of the Board shall be deemed to have tendered their resignation.
 - and there is also this:
 - 4.5 **Removal of Directors by Members:** Directors may be removed upon affirmative vote of a majority¹ of the members in attendance at a duly called meeting for that purpose.

- Board suggested and then discussed giving Jennifer the 3 months - in that time she may find staff to man the lunch hour - so that she can attend the noon meetings. Then, if further consideration of a meeting time change is needed, the board can reconsider that issue then. With enough prior notification, meetings can be rescheduled to another date and time, however the majority of the board can make the current meeting time.

6. Committee Reports:

- a. Garage Sale (Jun. 18) Bettie/Bruce/Pat - all flyers and forms are updated on the Chamber website. Insert in Monitor Wed issue prior to event. Board discussed suggestions for how buyers find sellers. Bruce to place an ad in the Monitor newspaper for the first week of June. Garage Sale Committee meeting is scheduled to be held after this board meeting to finalize details.
- b. Farmers Market & Recycle (starts Jul. 7-Sep. 29) Connie/Bruce/Pat - Connie: lots of phone calls to date; Bruce consulted with Connie to create an ad for a statewide publication about farmers markets noting a May 25 deadline for that ad. Bruce to place an Ad in Monitor. Park signage needs to be addressed and check with DOT regs. Current banner to be relocated in the future. Short term tolerating. B&P to review locations next week at Park (tentatively May 24, morning). No changes to the online information is needed at this time at the Chamber website.
- c. Car Show (Aug. 27) Jennifer/Bruce/Pat - B&P meet next week. This year pre-registration not required. Day of event could use a couple volunteers to help at registration desk. Flyer will be on website soon.
- d. Music Festival (Sep. 10) Jennifer/Bruce/Pat - in the works. Line up and website updated. Pat needs to contact last year's vendors and send invites.
- e. Bazaar (Nov. 19) Kerri/Bruce/Pat - Bruced confirmed with JHS the date of the event.

Additional ad-hoc or non-Chamber events:

- f. "Contractors" event - Rose Perna/TBD
- g. Monday July 4 Parade (a non Chamber event) - Bruce organizes looking for volunteers to help for the day of event. Line up at 11:30; parade at noon.
- h. Main Street medians (ad-hoc)- Pat: this summer the Chamber needs to find some one to trim grass sidewalks & medians. Checked with Tizer about drought tolerant flowers, for the medians, that could potentially be removed at the end of the season and give away or reuse in flower pots on sidewalks. Belva (Tizer) will work with us on appropriate flowers. Chamber volunteers "swept the sidewalks" in June last year. Plan a day in June when weather allows to do the same this summer. Highway dept will loan vests, trash bags. Pat has some hand tools for sweeping and trimming and buckets for debris collection. Idea for future: doorways, paint on Main Street businesses. Maybe enhance rural addressing on businesses on curbs (Bettie). Bruce: AYA kids (dog poop?), part of clean up day.

7. Next meeting June 21, noon, Volunteer Hall

8. Adjourn: 1:10pm

Submitted by Patricia Lewis, BACC secretary/treasurer

May 23, 2022



Patricia Lewis <radon.gal@gmail.com>

Re: Chamber Board meeting for May

1 message

simplicityforyou@yahoo.com <simplicityforyou@yahoo.com> Mon, May 16, 2022 at 4:50 AM

To: Patricia Lewis <info@bouldermtchamber.org>, "Bruce Binkowski, dir. (2022)" <binkprod@gmail.com>, "Connie Grenz, dir. (2022)" <conniegrenz63@gmail.com>, "Patricia Lewis, DBA, dir. (2022)" <radon.gal@gmail.com>, "Kerri Kumasaka, dir. (2022)" <bhs@boulderhotsprings.com>

Cc: "Jan Zietlow (BTAC)" <jzitlo58@gmail.com>, "Bettie Schlueter, Keeping You In Stitches" <yatizme@gmail.com>, "Keith Hammonds, Boulder Monitor" <keith@boulder-monitor.com>

Greetings everyone,

Noon is such a hard time for me to get away from the cafe especially with no servers. I will not be able to attend the meeting tomorrow. My apologies.

Cheers,
Jenn

Sent from Yahoo Mail for iPhone

On Friday, May 13, 2022, 4:17 PM, Patricia Lewis <info@bouldermtchamber.org> wrote:

All,

The agenda is attached along with April draft meeting minutes.

If there are any other documents for the meeting, I'll bring hard copies if I don't get them emailed to you.

pat

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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

Boulder Area Chamber of Commerce

Balance Sheet
As of May 17, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
CD (Mat. 2/18/2023)	5,134.11
CHECKING ACCT	18,281.45
Petty Cash	325.22
Total Bank Accounts	\$23,740.78
Other Current Assets	
Inventory Asset	9.00
Undeposited Funds	0.00
Total Other Current Assets	\$9.00
Total Current Assets	\$23,749.78
TOTAL ASSETS	\$23,749.78
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	14,368.04
Retained Earnings	-2,845.11
Net Income	12,226.85
Total Equity	\$23,749.78
TOTAL LIABILITIES AND EQUITY	\$23,749.78

Boulder Area Chamber of Commerce

Profit and Loss

January 1 - May 17, 2022

	TOTAL
Income	
DUES	2,325.00
EVENTS INC	
Car Show	25.00
Farmers Market	58.00
Phonebook Ads	7,110.00
Total EVENTS INC	7,193.00
Total Income	\$9,518.00
GROSS PROFIT	\$9,518.00
Expenses	
Advertising	595.00
Website Expense	130.00
Total Advertising	725.00
Bank Fees - CC	58.91
Bookkeeping Exp	250.00
EVENTS EXP	
Music Festival Exp	500.00
Phonebook Exp	4,110.85
Total EVENTS EXP	4,610.85
Legal & Professional Fees	900.00
License / Taxes	20.00
Meeting expense	347.14
Membership Exp	95.00
Office Supplies	133.74
Postage	112.80
Rent Paid	90.00
Total Expenses	\$7,343.44
NET OPERATING INCOME	\$2,174.56
Other Income	
ARPA Grant Income	10,000.00
Interest Earned	1.29
Other Income	51.00
Total Other Income	\$10,052.29
Other Expenses	
ARPA Grant Exp - website	125.00
Reconciliation Discrepancies	-125.00
Total Other Expenses	\$0.00
NET OTHER INCOME	\$10,052.29
NET INCOME	\$12,226.85