



BOARD OF DIRECTORS MEETING MINUTES
Tuesday, November 17, 2020 at 8:00 am
Zoom Meeting

BOARD MEMBERS IN VIRTUAL ATTENDANCE:

Jon Slutsky, Kristi Cannon, Lorilyn Bockelman, Tracey Jensen, Anita Hardy, Katie Whitman, Linda Kinzli, Mary Council, Ashlee Lease, Jami Sterkel, Jason Bustos, Heather Zadina

BOARD MEMBERS NOT IN ATTENDANCE:

Ben Parson

OTHERS IN ATTENDANCE:

Mary McCaffrey, (Executive Administrator), Kelly Houghteling (Town Administrator), Kallie Cooper (Executive Director-Wellington Colorado Main Street)

CALL TO ORDER: 8:02 am

CONFLICT OF INTEREST: None

APPROVAL OF AGENDA:

Motion: Moved to approve Agenda

Moved: Linda Kinzli

Second: Kristi Cannon

Vote: Approved by all present

REVIEW MINUTES

Approved as Edited

INTRODUCTION OF VISITORS –

- Gary Green-Fire Chief for Wellington Fire Department
- Ashley McDonald-Town Trustee

MEMBER COMMENTS: None

TOWN OF WELLINGTON REPORT – Kelly Houghteling

- Work Session Tuesday night working on the following items:
 - 2021 budget
 - 5 year capital plan
- Strategic Plan-Intentional Growth and development, sustainable infrastructure, community engagement and organization strength.

- Still seeking applicants for the utility relief fund. Applications on the town website.
- Kelly mentioned that there has been a lot of feedback and engagement on the increase water rates.

MAIN STREET PROGRAM – Kallie Cooper

- New board members elected for Wellington Main Street Board: Megan Larson, Erin Rambler, Emma Hanson, Nick Redavid, and Sara Braun
- Shop small Saturday event. The Amp and River of Life will still be holding the event. Kallie reached out to see if they have a booth available for the Chamber and Main Street. She will know more by Friday.
- Elf Hunt starts on November 28th and runs through Dec 19th
- Holiday decoration has been moved to November 30th
- Webinar on Wednesday through Main Street programs and Dola where they will be taking a long term view on COVID recovery

Administrator report- Mary McCaffrey

- Mary McCaffrey, Jon Slutsky, and Kristi Cannon met with Kacy Labato and Matt and Blaine from the North Forty News to discuss the Membership Directory/Annual Report aka “the Guide”. Final ads are due by 1/31, Membership payments are due by 2/15 and publication delivery set for April 1st.
- Waiting for completion of a letter to go with invoices to start sending out membership renewals.

CHAIRMAN REPORT – Jon

- Jon talked about requests for viewing our financials. Financials will be available at the Chamber office as required. Jon is looking into what exactly we must provide as a 501(c)(6) non-profit.
- Mary McCaffrey will contact the US chamber of Commerce to see what their procedures are for financial postings.
- Annual meeting recap: Linda Kinzli
Committee had a recap meeting on how we could improve the meeting and auction next year.
Goal of \$7500 was set for the auction proceeds with \$5088 raised. After expenses and \$1000 donated to library, net proceeds of \$2865.99 were raised.
Prize giveaway went to Knack of it Automotive
- Next BOD meeting is on Dec 15th, we usually hold a festive holiday breakfast. Due to our meetings still being held virtually there will be no breakfast, but we are looking to still make it fun and creative.

Chair-Elect: Kristi Cannon

- Last Tuesday, Kristi presented to the town Board of Trustees a request for reimbursement for expenses incurred moving our office to and from the town’s Harrison Building. Kristi also asked to have the balance of funds granted to us for our Business Education courses rolled over to 2021. Town tabled for next meeting and asked to see our budget and financials for the towns next budget meeting.
- It was decided that Katie Whitman would send a secured email containing the financials and moving expense receipts to each of the trustees.

Reorganization Task Force-Anita Hardy

- Due to annual meeting the task force has not met since last board meeting. Planning on meeting sometime this week.

TREASURER'S REPORT/FINANCE and BUDGET COMMITTEE- – Katie Whitman

- \$15,000 from grant money is in account and showing up on balance sheet. It was decided to leave the money in the operating account instead of moving it to the money market or separate account.
- It was also discussed that the professional fees were over budget. It was noted that the first 3 months contain payroll expenses for Kacy.
- Also discussed annual dinner budget for next year for expenses and income and decided that the Finance Committee will be meeting soon to clean up item lines on budget
- Board went into executive session to discuss having ex-officios on our board and relationships with our partnership with the town and our community
 - Board decided not to invite any entities to be Ex-Officio members of our board at this time. Our Bylaws Committee will be evaluating the bylaws to consider defining a liaison position.

Committee Reports:

COMMUNITY DEVELOPMENT AND ACTIVITIES – Jason Bustos

- The events committee will be holding a business lighting contest, Jason has asked for 3 judges to help judge the lighting event. Katie Whitman and Anita Hardy volunteered to serve as judges for the event.

BUSINESS DEVELOPMENT : Ben Parsons-given by Jon Slutsky

Dec-Jon and Kristi

Jan-Will not have a meeting

Feb-Author Tab Pierce

March-Sandra Smyser-Superintendent of the Poudre School District

April-open

MEMBERSHIP COMMITTEE – Linda Kinzli

- Membership committee working on membership letters and invoices.
- In the process of updating our membership packets.
- Working on advertising campaign -promoting the Chamber benefits.
- Membership packets will be put online as a PDF.
- Working on a “miss you” campaign for members that did not renew the last 2 years.

MEETING ADJOURNED @ 10:00 a.m.