



## BOARD OF DIRECTORS MEETING MINUTES

Tuesday, November 19, 2019 at 8:00 a.m.

1st National Bank, basement: 4100 Harrison Avenue, Wellington CO

**BOARD MEMBERS IN ATTENDANCE:** Jon Slutsky, Kristi Cannon, Wendell Nelson, Linda Kinzli, Ben Parsons, Heidi Cross, Steve Vessey, Heather Zadina, Katie Whitman and Brian Graves

**BOARD MEMBERS NOT IN ATTENDANCE:** Mary Council, Michelle Vance (Town of Wellington's Economic Development Director) and Liaison Ed Cannon (Town of Wellington's Administrator)

**OTHERS IN ATTENDANCE:** Kacy Lobato (Executive Administrator), Kallie Cooper (Executive Director of Wellington Colorado Main Streets Program) and Anita Hardy

**CALL TO ORDER** at 8:03 a.m.

### APPROVAL OF AGENDA

Motion: Approve November 19th, 2019 agenda as presented.

Move: Steve Vessey

Second: Heidi Cross

Vote: Approved by all Board Members present

**REVIEW MINUTES** from October 15th, 2019 Chamber Board Meeting. Approved as edited.

**INTRODUCTION OF VISITORS** Anita Hardy.

**TOWN OF WELLINGTON** – Ed Cannon, Town Administrator and Michelle Vance, Town of Wellington's Economic Development Director not present. No report given.

**MAIN STREETS PROGRAM** – Kallie Cooper (Executive Director of Wellington Colorado Main Streets Program)

- 2019 Year In Review info graphic was presented.
- Shop Small Saturday – November 30th from 10 am to 2 pm at the AMP. Volunteers from the Chamber and the Town are needed to help at the shared booth. North Forty News will be publishing a promotional article from the Main Streets Program regarding event.
- Business Lighting Contest – Now through December 18th. Deadline for Entry Forms is December 18th by 5:00 pm. Judging will be made by 5:00 pm Thursday, December 19th and winners will be announced by December 30th.
- Recap of previous Front Porch Friday event was given.
- Status update of new office is pending upon approval of the Main Street's and Town Trustee Boards.
- Final MOU between the Chamber and Main Street was provided and discussed.

Motion: To accept and sign the MOU between the Wellington Chamber and Main Streets Program as presented without changes.

Move: Heidi Cross  
Second: Kristi Cannon

Vote: Approved by all Board Members present. Brian Graves and Linda Kinzli abstained from voting.

#### **CHAIR REPORT – Jon Slutsky**

- Slate of 2020 candidates was presented and includes the following candidates for renewal: Katie Whitman-Treasurer, Jon Slutsky-Chair and Kristi Cannon-Chair Elect.

Motion: Approve the slate of candidates for 2020 as presented by the Nominating Committee.

Move: Wendell Nelson

Second: Linda Kinzli

Vote: Approved by all Board Members present.

- The position of the open director seat of Curtis Bridge's was re-announced and candidate, Anita Hardy, was introduced for consideration.

Motion: Approve Anita Hardy to fill open director seat vacated by Curtis Bridges for the remainder of the term (2019-2021).

Move: Wendell Nelson

Second: Steve Vessey

Vote: Approved by all Board Members present.

- The Bylaws Committee will revise the portion of our Bylaws that describes the election of officers for the Board of directors. Suggestions for changes to our Bylaws will be considered for discussion in January.
- The MOU between the Town and the Chamber is pending, and discussion was tabled.
- Committee Structure for 2020 will be determined after Jon Slutsky meets with new Board members prior to appointing committee chairs. It will be presented to the board for approval in January's meeting.
- December 17th Board of Directors Meeting – Holiday Brunch open to all members. Potluck provided by Chamber Board. Contact Linda Kinzli regarding your food/beverage item(s).

#### **ADMINISTRATIVE REPORT – Kacy Lobato, Chamber Executive Administrator**

- Results of the Annual NoCo Gives Back Food Drive was announced, with Wellington Chamber taking 1st place and benefiting the Wellington Food Bank.
- Historic Wellington photographs from Vestige Press archives were presented and the opportunity to purchase a few for display in the Chamber's lobby was discussed.

Motion: Approve \$500 for purchase of historic Wellington photographs and frames.

Move: Steve Vessey

Second: Linda Kinzli

Vote: Approved by all Board Members present.

- New office hours were presented: Monday – Wednesday from 10 am to 2:30 pm and Thursday by appointment only. Closed Friday-Sunday.

#### **PSD PLANS FOR HIGH/MIDDLE SCHOOL– Wendell Nelson**

- Preliminary schematic design of the new schools was presented. Groundbreaking event will be held on Tuesday, December 3rd from 1-2 pm. The property is west of I-25, near the intersection of Cnty Rd 9 and 62E.

#### **TREASURER'S REPORT / FINANCE COMMITTEE – Katie Whitman**

- Drafted 2020 budget was presented and line items were reviewed.

#### **STRATEGIC PLAN – Kristi Cannon, Chair-Elect**

- Recap of previous Strategic Plan meeting was made, and a membership survey has been sent out via email.

#### **COMMITTEE REPORTS**

- **BAH / Annual Meeting Committee – Linda Kinzli**
  - Business After Hours – No event in December, due to the Holiday Board of Directors Meeting Brunch.

- **Community Events Committee** – Brian Graves
  - Business Lighting Contest – Now through December 18th. Deadline for Entry Forms is December 18th by 5:00 pm. Judging will be made by 5:00 pm Thursday, December 19th and winners will be announced by December 30th.
  - Saturday, November 30th – Shop Small Saturday & Makers Fair at Soul Squared Brewing Company.
  - Friday, December 6th - Tree Lighting Ceremony at Wellington Public Library
  - Saturday, December 7th –Chili Cook-Off Contest at Wellington Fire Department, Craft Fair at Eyestone Elementary and Parade of Lights downtown Wellington.
- **Ambassador Committee** – Rick Freeman not present. Report given by Steve Vessey.
  - Re-clarification is needed from the Chamber Board regarding the direction of the committee. Discussion was tabled until December Board meeting.
- **Business Development Committee** – Ben Parsons
  - Networking & Business Breakfasts
    - Tuesday, December 3rd – Angela Myers (Larimer County Clerk & Recorder)
    - No meeting in January, due to the New Years Holiday
    - Tuesday, February 4th – Matt Bryant (Poudre School District)
  - (WOW) Women of Wellington – Kristi Cannon. No report given.
    - Wednesday, November 20th – Karen Fournier (Creating Content for Video Marketing)
    - Wednesday, December 18th – Holiday Celebration without guest speaker
- **Membership Committee** – Heidi Cross
  - Committee minutes from November 5th and the comparisons of surrounding investment dues of other Chambers were re-addressed and discussed.

Motion: Keep existing investment levels the same; add the Chairman's Circle investment level (\$2000) and increase all membership dues by \$25 in 2020.

Move: Heidi Cross

Second: Kristi Cannon

Vote: Approved by all Board Members present.

**MEETING ADJOURNED** at 10:03 a.m.