



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 17th 2020 at 8:00 am
Wellington Business Center

BOARD MEMBERS IN VIRTUAL ATTENDANCE: Heather Zadina, Mary Council, Katie Whitman, Anita Hardy, Jamie Sterkel, Heidi Cross, Ben Parsons

BOARD MEMBERS IN ATTENDANCE: Jon Slutsky, Kristi Cannon, Linda Kinzli,

BOARD MEMBERS NOT IN ATTENDANCE: Steve Vessey, Aaron Gray, Ed Cannon (Town of Wellington)

OTHERS IN ATTENDANCE: Mary McCaffrey (Administrative Assistant) Kallie Cooper (Wellington Colorado Main Street Program -Virtual Attendance)

CALL TO ORDER at 8:04 am

CONFLICT OF INTEREST: None

APPROVAL OF AGENDA:

Motion: Addition to Agenda to vote in modification to our bylaws of determination of officers

Moved: Kristi Cannon

Second Katie Whitman

Vote: Approved by all board Members present and virtual

REVIEW MINUTES from February 18, 2020 Chamber Board Meeting. Approved as presented.

Motion to approve \$5000 for expenses and equipment needed to move office. Motion from last meeting was not recorded completely. This is a redo.

Motion: That we approve \$5000 to the budget for office equipment and office move

Moved: Anita Hardy

Second: Katie Whitman

Vote: Approved by all Board Members present and virtual

INTRODUCTION OF VISITORS –

None

TOWN OF WELLINGTON REPORT – Ed Cannon not present. Report given by Kristi Cannon

- Per Larimer County guidelines the town is shutting down a lot of unnecessary services and cancelling many of their meetings.

MAIN STREET PROGRAM – Kallie Cooper

- .5K Cancelled scheduled on April 4th-Hope to reschedule
- Front Porch events cancelled

- Kallie met with all of the churches, the fire department and key individuals regarding COVID-19
- Gary Green-Chief fire district has appointed Kallie as the key communicator for their instant commander system for business in Wellington
- Michelle, Mary and Kallie will work closely to help monitor any Wellington Businesses that may be in severe crisis
- Got word SBDC department and local affairs about small business loans. They are asking businesses to fill out the form to determine District need.

Administrator report-No report for this meeting

Mary Council: Explanation of amendment of bylaw Sect 1 of Article 5. Regarding how officers are appointed by board of directors amending this by removing nominating committee process and have board elect the Chair, Chair elect and treasurer in January meeting. Mary Council read the bylaw.

Motion: Move to accept amendment to section I of Article 5 of our Bylaws. New Article V section 1 to read:

ARTICLE V *Officers*

Section 1: Determination of Officers

At its regular January meeting the Board of Directors shall reorganize for the year ahead. At this meeting, the Board shall elect the Chair of the Board, Chair-elect, and the Treasurer. Officers will be elected from members of the Board, with the exception of the Treasurer, who may be elected from the general membership. All officers shall take office upon election and serve for a term of one (1) year or until their successors assume the duties of office. They shall be voting members of the Board of Directors.

Moved: Mary Council

Second: Linda Kinzli

Vote: Approved by all board Members present

CHAIRMAN REPORT – Jon

- New Director Search asking all board members to recommend someone they know to apply
 - Jon listened to the Chamber of commerce association webinar. One of the things that stood out was using the word “postponed” instead of “Cancelled” for all our events. Presenting information carefully.
 - Postpone all events out by 30 days to April 17th because of COVID 19 virus. Our next board meeting is on April 21st, will keep board updated
 - Events postponed:
 - Membership orientation
 - Networking group
 - Business afterhours at Kinzli’s
 - Kacy’s going away party
 - WOW
 - All events postponed go through Mary McCaffrey
 - Task force formed for the CODVID-19 committee members are Kristi Cannon, Linda Kinzli, Jami Sterkel, Mary McCaffrey and Kallie Cooper- Committee met on March 17th at 3:00 p.m.
 - Several ideas were proposed by the board on how we can help our businesses during this pandemic crisis.
 - Membership list will be split up with all board members to call our membership and see how they are doing during this epidemic and see what the Chamber can do to help.
 - Motion: Authorize spending at most of \$2500 for the cost of post card, mailing and other expenses to help our businesses out during this time of need
- Move: Jami Sterkel
Second: Linda Kinzli
Vote: Approved by Board members present

TREASURER'S REPORT – Katie Whitman

- \$33,175.00 in main operating checking account , most income from membership dues of \$40,840. Last year we were only at \$26,708.
- Wine paring brought in \$406.00 after expenses. Income we did not have last year.
- We will be adding Mary McCaffrey to all accounts and removing Kacy Lobato.
- Administrator according to bylaws can sign checks up to \$500 budgeted items. Anything above \$500 will need two signatures.
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Update on Grant for Business Education-Kristi Cannon

- 3 To 4 classes scheduled with SBDA- dates will be sent out. Classes will be moved to this summer due to the COVID-19 virus.
- Town approved a \$10,000 grant- we need to use grant money. Kristi asking the board to identify 10 businesses that might be interested in the consulting services which include:
- Sales and marketing
- Financial check up
- Manufacturing operation efficiency

Committee Reports:

COMMUNITY DEVELOPMENT AND ACTIVITIES – Aaron and Mary-No report given

BAH/ANNUAL MEETING COMMITTEE -Linda Kinzli-No report given

BUSINESS DEVELOPMENT – Ben Parsons-No report given

MEMBERSHIP COMMITTEE – Heidi Cross

- Heidi suggested that we trade membership out to North Forty News. Long discussion all agree that we get P&L from last year to see where we were at with North Forty and Heidi will outline in an email.
Motion: Continue discussion of North Forty per email
Move: Heather Zadina
Second: Katie Whitman
Vote: Approved by all members present and virtual

AMBASSADOR COMMITTEE: Steve Vessey-No report given

MEETING ADJOURNED at 9:48 am