



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, July 16th 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, Katie Whitman, Mary Council, Curtis Bridges, Ben Parsons, Heidi Cross and Brian Graves

BOARD MEMBERS NOT IN ATTENDANCE: Heather Zadina and Steve Vessey

OTHERS IN ATTENDANCE: Kacy Lobato (Executive Administrator), Ed Cannon (Town of Wellington), Annie Lindgren (Wellington Colorado Main Streets Program) and Michelle Vance (Town of Wellington's Economic Development Director)

CALL TO ORDER at 8:03 a.m.

APPROVAL OF AGENDA

Motion: Approve July 16th 2019 agenda as presented, with the exception of moving the Executive Administrator's report after Treasurer's report.

Move: Wendell Nelson

Second: Ben Parsons

Vote: Approved by all Board Members present

REVIEW MINUTES from June 18th 2019 Chamber Board Meeting. Approved as presented.

INTRODUCTION OF VISITORS: Michelle Vance (Town of Wellington's Economic Development Director)

CHAIR REPORT – Jon Slutsky

- The process of the 2020 Board Elections will begin in August 2019 and the Nominating Committee will be appointed at that time to fill the two vacant seats of Wendell Nelson and Brian Graves. Heidi Cross and Ben Parsons have agreed to renew another term for 2020 – 2023. Election results will be final at the end of September or October 2019.
- In preparation for next year's elections, the existing Chamber Board packets will need to be updated by November 2019. Packets will include the following items: Conflict of Interest Statement, Roles and Responsibilities, Application to the Board, Bylaws and Sample of Meeting Minutes.

Motion: Adopt the use of Board of Director Packets in 2020.

Move: Wendell Nelson

Second: Kristi Cannon

Vote: Approved by all Board Members present

- Survey Monkey results have been submitted for Kacy Lobato's annual review. Jon Slutsky will share feedback

during review.

- Strategic Planning Session for the Chamber will need to be rescheduled in September 2019 and held in conjunction with a monthly Board of Directors meeting. Date and time are pending and final details will be announced during the Board meeting in August 2019.
- Ribbon Cutting parameters, boundaries, marketing, attendance and day of the week were discussed. The suggestion of expanding the Ambassador Program, or forming a Red Ribbon Welcoming sub-committee was made to help supplement low Board member attendance.

TOWN OF WELLINGTON – Ed Cannon, Town Administrator

- Ed reports that a new Town Hall is about 3 years out and plans to hire a second Town Planner and an Assistant Administrator. Ed will be working with DOLA regarding the Administration Planning and Architecture Grants needed to offset the new Town Hall expenses.
- Status report was provided on the current road projects and railroad crossing repairs on GW Bush and Grant Street. Construction process will be streamlined in August 2019. The Town has been sending out announcements prior to each construction project via social media.
- CDOT has completed the stripping plan for Cleveland Avenue which includes repaving, turning lanes and additional cross walks.
- Report was provided on the condition of the five B Dams north of town which could put Wellington in a high risk floodplain. The Town is working with Laramer County on a study to reclassify the existing floodplain. 3 out of the 5 dams are at high risk. The study will take 8 months and the project will cost \$20 million. 65% of expense will be funded by the federal government and the remaining \$7.8 million will be shared between 5-6 local governments.
- Town of Trustees and Planning Committee will now be meeting at 6:30 pm at the Leeper Center.
- Board discussed potential traffic issues regarding Highway 1 and County Road 9 due to the new Middle/High School.
- Poudre Pub Talks with Ed Cannon – The Future of Wellington's Water Supply: July 30th, 6 pm at Old Colorado Brewing.
- Michelle Vance has updated the Town's demographics and is working on new marketing materials to present to potential developers and continues to meet with commercial real estate agents and developers for vacant buildings and property in Wellington.
- Curtis Bridges and Ed have meet with a potential developer in regards to the available land on the curve west of Cleveland/Highway 1, which is zoned for commercial use.

MAIN STREETS PROGRAM – Annie Lindgren, Executive Director

- August 17th: Well-O-Rama, 10:00 am to 6:00 pm in Centennial Park. Five bands are confirmed and will feature country and blue grass music, family games and a pancake breakfast provided by the Poudre Poms Team. Sponsorships are now closed and Kristi Cannon confirmed the price of a booth for the Chamber.
- Annie announced her resignation and take affect on September 30th 2019. The Main Street Board will be posting the job position soon.

TREASURER'S REPORT – Katie Whitman

Current financials were provided within the Board packets and discussed. Katie reported on the status of the checking account balance, and will make up to a \$5,000 transfer from the money market account to the checking account if it becomes necessary. Brian Graves provided estimated financials for the Circus, as of Tuesday, July 16th 2019. Katie and Kacy will plan to meet to review current and prior years' budget comparisons.

Motion: Transfer a maximum of \$5,000 of funds in the money market account into the checking account if needed.

Move: Wendell Nelson

Second: Mary Council

Vote: Approved by all Board Members present

ADMINISTRATIVE REPORT – Kacy Lobato, Chamber Executive Administrator

Report was provided within Board Packets and discussed. The Board decided to postpone the reorder of folders needed to assemble additional Wellington Welcome Packets, due to available funds in checking account.

COMMITTEE REPORTS:

COMMUNITY EVENTS COMMITTEE – Brian Graves

- Circus – Wednesday, July 17th, sponsored by the Chamber. Brian and Wendell provided status of ticket sales and pending event details. Volunteers are needed and an unofficial free-speech zone for circus protestors will be monitored by the sheriff's department.
- 6th Annual 'Chamber 2 Rounds' Disc Golf Tournament: Saturday, August 24th. Sponsorships are now available. Check-in 9 am, and tournament begins at 10 am.
- 1st Annual Business 'FUNZK' Softball Tournament: Saturday, September 7th. Tournament will include handicapped rules. One team has been confirmed to participate so far and there are several businesses that are interested that need to register. The deadline to register teams is August 30th.
- The CAC committee has taken the remainder of July 2019 off.

AMBASSADOR COMMITTEE – Rick Freeman not present. No report given.

BUSINESS DEVELOPMENT COMMITTEE – Ben Parsons

Scheduled Networking & Educational Breakfast Meetings:

- August 6th: Don Dority with Dority and Associates
- September 3rd: NO Meeting, due to the Labor Day Holiday
- October 1st: John Geiss "Marketing for Small Business Owner"
- November 5th & December 3rd: Pending (Suggested speaker: Poudre School District)

(WOW) WOMEN OF WELLINGTON – Kristi Cannon

A follow up report was provided on the June WOW event.

Scheduled Women of Wellington Events:

- August 21st: Speaker and topic not announced.
- September 17th: Speaker not announced. (Presentation regarding issues of bullying)
- October 16th: Michelle Vance (Holiday Promotions)
- November – No event due to the Thanksgiving Holiday
- December – Holiday Social without speaker

MEMBERSHIP – Heidi Cross

Total Members = 157, New Members = 18

- Minutes were presented and discussed from the July 10th meeting.
- Annie Lindgren confirmed the postponement of the combined membership with the Main Streets Project until 2020.
- Committee plans to offer a member orientation in February 2020 after renewals have been sent out. (Lunch/Breakfast & Learn)

ANNUAL DINNER – Linda Kinzli

- Committee is now meeting monthly.
- Contract with the Terry Bison Ranch & Resort is signed and committee is currently soliciting sponsorships and donation items.
- Discussion was made to change the date and location of future annual dinners due to the amount of Chamber events towards the end of the year and its effect on sponsorships. The committee will present a proposal for changing the annual dinner date in 2020.

BUSINESS AFTER HOURS – Linda Kinzli

Scheduled Business After Hours Events & Ribbon Cutting Ceremonies:

- Thursday, July 18th – Truck Mural on Knaack Of It Automotive Repair building at 10:00 am | Wellington CO Main Streets Program
- Thursday, July 18th – Business After Hours hosted by Sage Homes, LLC from 5:30 – 7:30 pm
- Saturday, July 27th – Ribbon Cutting Ceremony, the 4th act, LLC Dementia Daycare at 10:00 am
- Thursday, August 8th – Regional Business After Hours hosted by Fort Collins Chamber of Commerce at CSU Stadium at 5:30 pm.

NON-AGENDA ITEMS

- Michelle Vance readdressed the communication gap within the community and current Chamber and non-Chamber members and offered suggestions on how to improve existing issues.
- Mary Council and Linda Kinzli discussed marketing efforts made by the Chamber.
- Michelle Vance suggested the use of a banner stand to display upcoming community events near the Wellington entrance signs on the east and west of Cleveland Avenue and in strategic locations around town. The Easy Text App was recommended to remind members about Chamber events.

MEETING ADJOURNED at 10:01 am