

The Annual General Meeting of the Crowsnest Pass Chamber of Commerce was held on Thursday, November 5th, 2015 at Country Encounters.

PRESENT:

PRESIDENT:	Brian Gallant
VICE PRESIDENT:	Nathan Smigel
TREASURER:	Dawn Rigby
SECRETARY:	Sylvia Kilford
DIRECTORS:	Tim May, Sarah Dash-Arbuckle
ABSENT:	N/A

CALL TO ORDER

B. Gallant called the meeting to order at 7:32 pm.

ADOPTION OF AGENDA

B. Gallant introduced agenda. Rick Breakenridge motioned approval and adoption of agenda which was seconded by Sarah Dash-Arbuckle. Carried

ADOPTION OF AGM MINUTES

Tim May motioned approval and adoption of AGM minutes of Thursday, November 6th, 2014 which was seconded by Susan Wagner. Carried

PRESIDENT'S REVIEW OF CHAMBER ACTIVITIES FOR 2015

President B. Gallant provided an overview of the activities the Chamber engaged in during the last year. It was mentioned that the Board of Directors decided to narrow the focus of activities to those that best service our membership and community. Brian also acknowledged the chambers collaboration with various community groups and thanked these groups for helping to make our events a success. It was noted that the visitors guide was a financial success and well received by guest and residents of the Crowsnest pass. The Lifestyle show saw some major changes in 2015 with the hiring of an event manager to help the chamber to better manage, streamline and organize the procedures for the event.

In the office the chamber has started to move files and procedures to a web based storage. The office has also started using an online email management system to further improve office productivity. The chamber membership has remained steady over the past year and financially we are healthy and improving. B. Gallant thanked the past presidents and all of the volunteers who worked diligently to promote and help pave a path to success. Brian also thanked Cathy Ward for her two years of dedication to the chamber and she will be greatly missed.

TREASURER FINANCIAL REPORT FOR 2015

D. Rigby presented the Treasurer's Report showing a large gain in gross income mainly due to the change in production of the visitors guide. She noted slight decreases in revenues in some programs, such as the VIC and Christmas in the Mountains. Due to careful management of the office administrator there were modest decreases in operating expenses.

Treasurer Rigby acknowledged and thanked the Audit Committee, Rick Breackenridge, MJ Myden and Donna Houston for their valuable work on behalf of the membership. As well as thanking Cathy Ward for her dedication and attention to accuracy, this made the job of treasurer much easier. D. Rigby then requested a motion to accept the Financial Statements as presented.

Sarah Dash-Arbuckle motioned the approval and acceptance of the 2015 Financial Reports which was seconded by Rick Breackenridge. CARRIED

TREASURER OVERVIEW OF 2016 BUDGET FINANCIAL REPORT

D. Rigby presented the Budget forecast Financial Report for 2016, stating that the budget now includes money for reserves. The Alberta Chamber of Commerce suggests one year operating budget in reserve, the Crowsnest Pass Chamber has reached a midterm goal of \$30,000 of \$65,000(/yr operating expenses, not including program activities). As well funds have been allocated for two new initiatives in beautification, area marketing and signage.

Donna Houston motioned the approval and acceptance of the 2016 Budget Financial Report which was seconded by Shannon Robin. CARRIED

QUESTIONS TO MEMBERS OF THE PRESENT BOARD OF DIRECTORS

Susan Wagner commended the Chamber Board for narrowing the scope of activities in order to focus efforts on main events before introducing new events. Brain mentioned that the new business would be a vote on the addition of a bylaw in order to increase reserve funds to cover brief shortfalls in monthly incomes. Crystal Husch asked about the new VIC contract, as the old contract had expired Sept 2015. Brain stated that Travel Alberta had yet to send out requests for proposal, but that the Chamber would be considering submitting a new proposal.

MOTION REGARDING MANDATORY CONTRIBUTION TO RESERVES

B. Gallant called for a motion to amend bylaws to state:

4.18 The Board of Directors shall create an annual capital and operational budget, which is to be presented to the general membership at the AGM.

4.19 The Board of Directors shall transfer a minimum of 20% of net revenue from the completed fiscal year end into reserves. (a) This transfer must take place after the year end audit, but no later than one (1) day prior to the Annual General Meeting.

Donna Houston motioned the approval to amend bylaws, which was seconded by Andrea Massingham. All in favour. CARRIED

BUSINESS AWARDS WINNERS

OUTSTANDING CUSTOMER SERVICE
Crowsnest Rentals, Tools & Equipment

NEW BUSINESS OF THE YEAR
The Chefs on 2Thirteen

OVERALL BUSINESS OF THE YEAR
The Rum Runner

ELECTIONS

Call for additional nominations from the floor. No nominations added. Shar Lazzarotto moved nominations cease Val Breakenridge seconded. All in favour. CARRIED

GUEST SPEAKER

Rita Halma of the Lethbridge School of Business was introduced. Her topic was the perceptions of generational work ethics in the work place. Statistics and general perception of the boomers, Generation X, Millennials, and Generation Z, by employers and fellow employees.

ELECTION RESULTS

New elected Directors for 2016 (in random order): Brian Gallant/Sinister 7 Ultra, Andrea Massingham/The Chefs on 2Thirteen, Jackie Rowley/Riversdale Resources, Nathan Smigel/Servus Credit Union. Congratulations to our new Directors.

ANNOUNCEMENTS

Tickets are still available for the Small Business Big Christmas Party.

ADJOURN

Susan Wagner moved to adjourn the meeting at 8:10 pm. CARRIED UNANIMOUSLY

These minutes were adopted and approved by the Crowsnest Pass Chamber of Commerce Board of Directors on November 3rd, 2016

Director

Date