
The regular scheduled meeting of the Directors of the Crowsnest Pass Chamber of Commerce was held at Country Encounters Hospitality on Tuesday, January 7th, 2014 with President Patrick Sager in the Chair.

PRESENT: Patrick Sager, Dawn Rigby, Lisa Lockhart, Kathy Gilmour, Chris Hopkyns, Brian Gallant, Cathy Ward (non-voting, recording minutes)

GUESTS: Inez Hendrickson, Brian & Joni MacFarlane

ABSENT: Janis Entem

CONFIRMATION OF QUORUM

Chamber President, Treasurer, Secretary and three Directors present. Quorum confirmed.

CALL TO ORDER

The meeting called to order at 5:30 pm.

AGENDA

Agenda approved.

GUEST SPEAKER 1 – Inez Hendrickson: Shop Local alternative, and highway signage concern.

Suggestion presented to the Board of Directors for business referrals. A business card with Chamber of Commerce information, and perhaps origin and destination business info written on it. The card to be given to customers with a referral to another business in the Crowsnest Pass. Collected in a container at the destination businesses, for possible prize draw.

Voiced concern that highway signage ordered and paid for by the Municipality may be delayed or disposed of completely, instead of installed. Chamber President has confirmed with the Municipal CAO, that the highway signage will be installed.

GUEST SPEAKER 2 – Brian and Joni MacFarlane: Proposal to Chamber for event sponsorship.

The Crowsnest Pass Show and Shine event has been moved to August 1st & 2nd, during the CNP Doors Open Festival. The Wheelnuts Car Club is requesting the Chamber of Commerce consider sponsoring a dance on Saturday, August 2nd as a wrap up to the Show and Shine and to add an entertainment element to the weekend. A report including statistics and mission from the club, was distributed. Chamber to discuss and make a decision at February Board meeting.

APPROVAL OF MINUTES

Minutes from November 5th and December 3rd Board of Directors meeting are not yet available. Deferred.

ACTION ITEMS:

1. Strategic Plan – the final version of the Crowsnest Pass Chamber of Commerce Strategic Plan was distributed for review. This will be provided to the membership at the next Chamber Luncheon.
2. Shop Local initiative – the Board of Directors has not yet been able to define an acceptable plan for this initiative.

MOTION to postpone the Shop Local and Chamber Bucks initiative, in its current form, until 2015. (L. Lockhart) CARRIED

BUSINESS REPORTS

- a) **TREASURER’S REPORT** – D. Rigby. In review of the chart of accounts, some names of accounts require an update. The Treasurer and Chamber Office Manager will create classes within accounts to enable detailed account analysis. Each event committee is required to submit an event budget.

MOTION to approve Financial Statements as presented. (B. Gallant) CARRIED

DISCUSSION ITEMS

- a) Committee Appointments – Roles and responsibilities: President P. Sager reviewed and made adjustments to designated committees. The President will be a part of each committee (not necessarily in attendance at each meeting of the committees).
- b) Christmas in the Mountains: Bonnie Harry will be invited to the February Board of Directors meeting, to share her thoughts on Christmas in the Mountains. L. Lockhart to extend invitation.
- c) Publication: P. Sager, J. Entem, B. Gallant, C. Hopkyns to meet next week to discuss.
- d) Administration: New members – The Blackbird Mexican restaurant.

NEXT MEETING

The next Chamber Board meeting to be held on Tuesday, February 4th, 2014. Crowsnest Pass Public Library. Start time 5:30 PM

ADJOURN

Meeting adjourned at 8:00 PM.

These minutes were adopted and approved by the Crowsnest Pass Chamber of Commerce Board of Directors on _____.

L. Lockhart,
Secretary

Date