
The regular scheduled meeting of the Directors of the Crowsnest Pass Chamber of Commerce was held at The RumRunner Thursday, June 4th, 2015 with President Brian Gallant in the Chair.

PRESENT: Brian Gallant, Sylvia Kilford, Sarah-Dash Arbuckle, Tim May, Cathy Ward (non-voting, recording minutes)

GUESTS: No Guest

ABSENT: Dawn Rigby

CONFIRMATION OF QUORUM

Chamber President, Secretary, and two Directors present. Quorum confirmed.

CALL TO ORDER

The meeting called to order at 8:38 am.

AGENDA

MOTION to approve the Agenda (T. May) CARRIED

APPROVAL OF MINUTES

Minutes from May 12th, 2015 Board of Directors meeting were distributed, for review.

MOTION to approve the Minutes of the May 12th, 2015 Board meeting. (S. Kilford) CARRIED

TREASURER'S REPORT

In the absence of the Chamber Treasurer, Cathy distributed Profit & Loss and Balance Sheet reports for May 2015 from the accounting system, for information. It was noted that the invoice for Trade Show supplies has not yet been received from Lethbridge Exhibition. Also noted that Alberta Culture and Tourism is continuing their payment schedule for Visitor Information Centre monthly operations, processing invoices for payment in the month following completion of services. The Chamber will be prepared to move cash from reserve, should the need arise.

Cathy to contact Lethbridge Exhibition to schedule face to face meeting with Lethbridge Exhibition, and to contact Municipality regarding damage deposit.

MOTION to approve the May 2015 Financial Statements as presented. (S. Arbuckle) CARRIED

DISCUSSION ITEMS

- a) Recruitment/replacement of Vice President and Board Member – Brian has contacted a list of prospective Directors. Those responding to-date, have declined. We are waiting for the response from the others contacted.

Cathy informed the Board members present that Alannah Sheriland offered to put her name forward, should there be a need.

- b) VIC Report – Cathy provided a brief summary of Spring Training and Showcase in Edmonton. The VIC Team submitted a report for their activities in May. This report will be a monthly submission to the Chamber for the duration of the season. It was suggested that this be distributed via e-mail to Chamber Members to further engage them and share what the VIC Team experience each month.

Suggestion to look into possible revenue streams to augment VIC income and provide possible bonus structure to VIC staff.

- c) July meetings – The question was raised as to whether or not to hold a Chamber Luncheon and Board of Directors meeting in July, when participants may be too busy with other obligations, to attend. Consensus was to plan a Chamber Luncheon and a tentative Board of Directors meeting. If there is not quorum available for the Board meeting, it will be deferred to August.

ADMINISTRATION

New members: No new members. Approximately 87% have paid for 2015 Membership. Businesses invoiced are slowly responding and renewing.

Owners of the building the Chamber office is located have upgraded street-facing windows and will be painting building trim. They have indicated it would be nice if the Chamber replaced the current building sign with a new, etched/embossed sign. The Chamber does not currently have a budget for this, but would like to offer to refurbish the current sign.

Request has been received for Chamber participation in Bellecrest Days, for parade, sponsorship of a game, and volunteers. Brian offered to drive his truck with the magnetic signs on it if volunteers would help to throw candy/Freezies. Volunteer bodies difficult to obtain. Sponsorship of a game agreed upon.

MOTION the Chamber of Commerce to sponsor one game at Bellecrest Days, for the amount of \$75. (S. Arbuckle) CARRIED

The Municipality is holding a public meeting tonight (June 4th at 7:00 PM) to determine level of interest in planning a “marquee” summer event for 2016. Sylvia and Cathy to attend as residents of Crowsnest Pass (not as official representatives of the Chamber).

Cathy has been closing the office on Friday afternoons at 2:00 pm to take the weekly deposit, then deliver any mail or requested supplies to the VIC and ask if there are any needs for the upcoming weekend. Request to continue this as an ongoing show of Contractor presence at the VIC. All agreed.

Sales person from Lone Pine Publishing requested an order from the Chamber for regional interest books for re-sale at office and VIC. Chamber will decline as at least two other retail outlets (who are Chamber Members), sell these books.

Cathy shared intended vacation dates (July 13 – 17 and 20 – 24). No issue, agreed.

Sarah-Dash inquired about follow up to Patrick Sager presentation at last Board meeting, regarding new coal mine on Grassy Mountain. Consensus is to meet in August to prepare a brief survey of Chamber Members. The Chamber will include Riversdale Resources in the preparation and inform Riversdale and all members, of the results.

NEXT MEETING

The next Chamber Board meeting to be held Thursday, July 2nd, location to be determined, 8:30 am.

ADJOURN

Meeting adjourned at 10:00 AM.

These minutes were adopted and approved by the Crowsnest Pass Chamber of Commerce Board of Directors on ____ of _____ 2015.

Director: