



**Regular Board Meeting  
January 9th 2023**

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The regular scheduled meeting of the Directors of the Crowsnest Pass Chamber of Commerce was held at Crowsnest Pass Golf Club on January 9th, at 1pm, 2023 with President Daina Lazzarotto in the Chair.

**PRESENT:** Daina Lazzarotto, Teyel Strandquist, Kylee Warkus-Forget, Bryce Andreassen, Melisa Atkinson, Melanie Shefter, Norja Vanderelst

**GUEST:**

**ABSENT:** Tim May

**RECORDING**

**SECRETARY:** Kylee Warkus-Forget

**CONFIRMATION OF QUORUM**

Chamber President, treasurer and four Directors present, Office Manager. Quorum confirmed.

**CALL TO ORDER**

The meeting called to order at 1:03 pm. With president Daina Lazzarotto

**APPROVAL OF AGENDA**

MOTION to approve the agenda as presented. Melanie and Norja. All in Favour

**APPROVAL OF MINUTES**

Minutes from December 2022 Board of Directors meeting were distributed, for review.

MOTION to approve the Minutes of the December 2022 Board meeting. Teyel and Melanie. All in Favour

**APPROVAL OF FINANCIAL STATEMENTS**

Presented from current year to date

MOTION to accept Financial Statements as presented. Teyel and Melanie. All in Favour.

**ADDITIONS TO AGENDA**

7i. Update community Futures/municipality/ Chamber meeting

8i. Chamber Member stickers



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**BUSINESS ARISING FROM THE MINUTES**

- a. **Historic society vacancy:** No interest was taken we can put it out to the Chamber members through newsletter. Daina il ask Brad again of no one steps up. Bryce will go and take position if Brad is not interested. Brad is not interested, Bryce will take on this new role.
- b. **Cash mob:** Make n ad, put on website, make a little blurb about wat we do, how it works, gather a group and keep them informed. Cash Mobs will run the 1<sup>st</sup> Friday of each new month at a surprise location. Minimum spent on \$20 per person. Teyel thinks no limit, no minimum just keep it be open. Daina suggested businesses needs to be a member to participate in the Mob. Have a google sign up, community involvement, have a mailing list separate for the mobs.
- c. **Branding:** Norja and Kylee will schedule a date and time to meet up and go over everything to make the branding more streamline with the Chamber. Create new logo, colors, taglines, brand.
- d. **Headshots:** Have quotes from3 photographers, we sent all quotes to the board for viewing, we voted on Katalily Photography and we will set up a date for headshots.
- e. **Festival:** We decided to go with not helping out other festivals taking place in the summer and focusing all our efforts on our Chamber festival. Melisa would like to advertise our festival in the VG. Set up a committee for such events and meet to discuss name, times, dates, activities. Teyel suggested we advertise for organizations to want to apply and help the festival. Festival will run July 21/22
- f. **Bylaws:** next meeting
- g. **Website:** Norja will take on website, Daina and Kylee will work with her for help and updated forms.
- h. **Visitor guides:** Almost sold out, working on articles, and with Joni \*Add in a best of, events page and Festival ad.
- i. **Update on AD HOC DEV board:** HWY Talk how to help local businesses. The project will break ground in 2 years with 10 year competition plan. Looking into housing for locals, there are funds available. CNP maintenance of buildings, they will start ticketing offenders if not upkept.

**NEW BUSINESS**

- a. **Authority for signing:** Tim, Daina, Melanie, Melisa have signing authority.
- b. **Christmas in The Mountains:** Need to create a passport again, with stamps, make ads in the booklets and the passports will be in there. \$10 a stamp suggested, need to look into. Winner gets basket of goods from local businesses. TECK last year matched \$5 to each book all proceeds from Teck went to food bank. \$50 an ad space possibly. 10 stamps a booklet.
- c. **Luncheon:** Ideas SCRTA, Financial Planning for businesses, Marketing Entrepreneur workshops



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- d. **Wintervention:** No money with Chamber to spend on sponsoring, would like to put more money into local businesses
- e. **Gazebo:** took down in 1.5hrs
- f. **Policy renewal:** Lethbridge asked us to renew, looking into what the fees are and what we had to renew, if we have done this before.
- g. **Chamber stickers:** All agreed to order new 2023 stickers in vinyl, unless too expensive

**NEXT MEETING**

The next Chamber Board meeting, AGM to be held on January 9<sup>th</sup> 1pm, 2022. Crowsnest Golf course.

**ADJOURN**

Meeting adjourned at 2:55. Motioned Teyel and Norja. All in Favour

**IN CAMERA**

**EMERGENCY MEETING**

January 23<sup>rd</sup> held at Crowsnest Golf Club 2:05- 3:25 Bryce, Norja. Teyel, Melanie, Daina, Melisa, Kylee, Teyel

**Discussed:**

Website: Daina motioned to hire Norja with Colour Infusion to complete website design for \$750, All approved

Ad Hoc dev, meeting discussions: Go over roles and responsibilities for the group.

Chamber Advertisement in Municipality Handbook: free non-profit area is agreed upon to advertise with

These minutes were adopted and approved by the Crowsnest Pass Chamber of Commerce Board of Directors on \_\_\_\_\_ of \_\_\_\_\_ 2022.

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Director: