

Regular Board Meeting
October 10th 2022

The regular scheduled meeting of the Directors of the Crowsnest Pass Chamber of Commerce was held at Crowsnest Pass Golf Club on November 10th, at 1pm, 2022 with President Daina Lazzarotto in the Chair.

PRESENT: Daina Lazzarotto, Melisa Atkinson, Kylee Warkus-Forget, Brad Edmondson, Tim May, Koral Lazzarotto

GUEST:

ABSENT: Bryce Andreasen

RECORDING

SECRETARY: Kylee Warkus-Forget

CONFIRMATION OF QUORUM

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

CALL TO ORDER

The meeting called to order at 1:05 pm. -Daina

APPROVAL OF AGENDA

MOTION to approve the agenda as presented. Brad and Melisa. All in Favour

APPROVAL OF MINUTES

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

MOTION to approve the Minutes of the October 2022 Board meeting. Melisa and Brad. All in Favour

APPROVAL OF FINANCIAL STATEMENTS

Presented from September to October

MOTION to accept Financial Statements as presented. Melisa and Koral. All in Favour. Koral had questions about credit card standings. All payments haven't gone through on the credit card yet, it was showing a negative. Also questions regarding the invoices that are outstanding. We need those all paid up. We have outstanding fees from the Visitor guides and current members.

ADDITIONS TO AGENDA

7i. Website, 8f. South Canadian Rockies, 7j. Best of Crowsnest Recap

BUSINESS ARISING FROM THE MINUTES

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- a. **AGM** moved from the 23rd to the 30th. Appetizer buffet \$500 budget Making up packages for the AGM, within package will hold the presidents letter, audit and financials as well as the budget for 2023. Print off 20-25 packages unless more rsvp. With 1 for the president. We have people for the panel Retail, restaurant, Melisa had someone in mind for a speaker w hists on Chamber board in Lethbridge. Question was raised do we move from a panel to speakers, we like the panel feel but a speaker is welcomed. Brad asked if we are asking anyone from the tourism sector, yes, we are. 3 new names came through for positions and 1 re applying position for applications, acclimation at AGM.
- b. **Visitor Guides** the rate sheet needs to be increased by 20% to keep up with inflation. Brad and Melisa agreed, all in favor of increasing our rate sheet by 20%. 18% commission was used for sales on ads for previous years, 18% is agreed on keeping for Joni and Kylee for the 2023 Visitor guides ad sales. Koral and Melisa agree, all in favor. Daina will make a letter to Joni asking her to sale some ads for us for the 2023 visitor guides. We would like to have sponsorships, add the best of winners and add the municipalities plans for tourism in this years guides.
- c. **TELUS cell phone** approval to cancel the iPad and account number associated with that. Melisa will pass along Nathalie number as her name is on the account, as a chamber manager. We need her to cancel the account. We will keep iPad, but do not need number associated with. We are locked in for a 3-year term at the end of that term we will move our number into a cell phone.
- d. **Bylaws Dues and assets** read through section; all agree no changes. Next meeting, we will read through Officer and executives.
- e. **Scotia Connect** Melisa has meeting on Monday, will have all set up on the 17th, will meet with Kylee once back in office to complete.
- f. **Strategic planning** Take off until we hear more from municipality, and if new board members want it back on.
- g. **Council Meeting Updates** Economic development was discussed at meeting Melisa and Daina attended. Blair is supportive of the Chamber taking this role on and not the municipality. For tat is not the municipalities council's vision. Mrs. Lazzarato use to be on the board and manage the economic development, but that was then passed over to community futures, then municipality took over from there. It seems no one at this stage would like to take on the economic development. We don't see that economic development is the Chambers role. Furthermore, we don't have the funds to develop such.
- h. **Luncheon** December 7th will have a luncheon with Citizens supportive for Coal then second Wednesday in January we will have Norja
- i. **Website** a letter was sent out to dismiss Sam as our current website developer. Sam agreed this was a difficult for both parties. He agreed to pay invoices and he agreed to hand everything over. We are now done with Mountain drift and will continue to work on website.
- j. **Best of Crowsnest Gala Recap** future we need to get on the municipalities delegation minutes and ask them to sponsor and attend the next one. We profited from our first Gala. A new member

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did mention it was cliquey, but it is hard to get out there as a new business. Next year maybe we use a google dox, for voting where you only vote 1 time per person. Maybe have a community panel to vote? All in all it was received as a great event. We want to keep the gala on the week of small business. Will be first on the agenda for the new board meeting.

NEW BUSINESS

- a. **Sharing of Wi-Fi** for office next to us, trial run to see if bandwidth allows, then split internet fees with office. \$20 invoiced every month on the 1st of each month.
- b. **Collaborations with Pincher should we run a lifestyle show with them.** we should have a working relationship with pincher going forward, they invited us to join in the Ugly sweater Christmas day and we are going to run with one in December. Maybe we look at anew way to promote and run the lifestyle shows. Pincher has a deeper penetration in business. We have a shortage in businesses. Maybe we just need to find other ways to help our businesses rather than running a lifestyle show. Pincher would like a sit down collab with both boards present. We would like to put on hold till the new board comes in.
- c. **Christmas get together** It will be a mix n mingle with old board members and new board members after a chamber meeting.
- d. **Office supplies** we are going through a lot on ink on the office printer, presented to buy new office printer that uses less ink but is more expensive than a 100\$ Walmart printer. I will do some looking and comparable to bring to next meeting. a possible ink tank printer.
- e. **South Canadian Rockies Tourism** Daina went to the last meeting, they are a destination marketing company who received money from travel Alberta. Chamber should be a member. Non-profit is \$100 a year, it is crucial to our business members to keep in the know. All agreed Diana will continue to go to the meetings. Welcoming any other chamber board members. Motion to join and pay the fee, Koral and melisa agree, all in favor. Contact Brandy to join.
- f. **Office report** only 1 new member this month, finished sending out payments and cleaning up after best of, organizing AGM and luncheons and continuing to update all forms.

NEXT MEETING

The next Chamber Board meeting, AGM to be held on November 30th, 2022. Crowsnest Golf course. Start time 6:00 PM.

ADJOURN



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Meeting adjourned at 3:02. Motioned Melisa and Koral. All in Favour

IN CAMERA

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

Director: