

**Cut Bank Area Chamber of Commerce Minutes
December 7, 2016, Regular Monthly Meeting
Cut Bank Chamber Office – Noon**

Directors Present: Jeff Billman, Toni Altenburg, Calcie DeZort, LeAnne Kavanagh, Juanita Meeks, Pat Murphy, Sissy Nygaard, Matt Waller, Steven Hjartarson and Ryan Eney.

Executive Director: Amy Overstreet

Directors Absent: Adrienne Fritz, excused.

Guests Attending: Don Grubb, City of Cut Bank.

Regular Business: The meeting was called to order by President Jeff Billman. The minutes from the Nov. 3 meeting were presented for approval. Steven moved to accept the minutes as presented with Juanita seconding the motion. Being no further discussion, the minutes were approved as emailed.

The financial reports from November 2016 were reviewed. See attached.

Balances were reported as follows: \$10,287.97 Chamber Checking Account; \$1,079.91 Economic Development Checking Account; \$2,631.41 Gift Certificate Account; \$7,463.99 Buckle Account; Lewis and Clark Committee-\$5,527.11 (checking) and \$14,197.06 (money market).

Sissy and Amy provided updates on the profit from the Holiday Bazaar and Festival of Trees. Sissy reported the Holiday Bazaar's gross revenue was \$12,443 with expenses of \$5,844. Overall the net profit was \$6,599. Amy projects the Festival of Trees will net approximately \$13,500 in profits once all revenue is collected and bills are paid. Both events were highly successful due to the hard work of the committee chairs and volunteers. Looking to next year, the board may wish to address the issue of those purchasing the trees returning some of the items to the business that donated them for merchandise or credit. There was also some discussion on the type of food to serve and offering other local businesses the opportunity to be a sponsor through the trade out of providing the food. Also discussed were possible projects to suggest to NaturEner who is looking to donate to a worthy community project. They will be approached about the Chamber's need for a trailer for Business Appreciation Days BBQs and other Chamber-sponsored events. Juanita made a motion to approve the financial report, with Pat seconding the motion and the board unanimously approving the motion.

**Old Business
Committee updates**

Economic Development: Jeff and Amy updated the board on the Public Drug building project and the Stoltz's brewery plans for another building instead of the Public Drug building. They also updated the board on the status of the grant increase for the Brownsfield Grant and the Chamber's possible cost match expense.

Stage Cover: Sissy reported the City of Cut Bank received a \$99,687 grant for the Pavilion Cover and she will meet with city officials at their Dec. 19 to learn more about the grant requirements for matching funds and how to proceed with the project. Stockman Bank, First Interstate Bank, the Lewis & Clark Committee and Buckle Fund have all pledged dollars toward the required match. Ryan said First Interstate Bank would like to be able to donate their funds before Dec. 31, 2016. Amy estimated the cost match will be about \$55,000 since it was \$57,713 for in the grant application asking for \$115,426.

Mercantile Update: Amy told the board the abatement has been completed and demolition will follow once the inspection of the structural integrity of both buildings post-demolition is assured.

Holiday Bazaar: The Holiday Bazaar was a huge success and the surveys by vendors and shoppers provided great feedback for ways to improve the event for 2017.

Shop Local Campaign: Amy said Week 5 is complete and the campaign has been going very well.

Parade of Lights and Social: The Parade of Lights and Social was held Nov. 18 and featured 13 floats—which is the highest in memory. Next year the committee will look into using the civic center sound system. Jeff asked Amy to write a thank you to Jimmy Littrell, Mike Pyette, City of Cut Bank for their assistance in making sure the street lights and decorations would be functioning since there were a few glitches with the installation of new lights with the Main Street project. Jeff also informed the board new decorations purchased in memory of Gladys Billman and Marcia Luedtke will be placed soon. Rick and Glenda Billman donated funds to purchase two new angels and last year's donation by Cut Bank Schools' elementary students was matched by Whirlpool which provided enough funds to buy two new snowmen. NaturEner will also be given the option to donate to this community project.

Festival of Trees: The Festival of Trees revenue included \$550 more in event sponsorships, which offset the \$500 less in ticket revenue. Auction revenue was up \$685 over last year and the average tree sale price was \$293. There were 173 tickets sold for \$20 each and approximately 135 people attended the event.

Membership Drive: LeAnne reported the membership drive is underway and to date 80 members have renewed. Visits and calls to non-renewed members will start after the New Year.

New Business

•Director Election Results: The results of the director election were not a surprise since there were only three names on the ballot. Elected to the board were Pastor Ric Beals of the First Presbyterian Church, Jess Waldner of The Chop Shop and Michelle Nygaard of Glacier County EMS. Another director will be needed to fill last year of LeAnne's three-year term (2017).

There was some discussion about who will fill the officer positions with LeAnne, Sissy and Steven going off the board. Calcie said she is willing to take over the secretary position and Ryan said he would take over as treasurer if the board elects him to that position.

2017 Committee Appointment Discussion: There was a brief discussion on this matter with Jeff asking board members to be thinking which committees they would serve or chair in 2017. Toni said she would serve on the Lewis & Clark Committee.

•2016 Committee Year-End Committee Report Reminder: Jeff would like committee chairs to have their year-end report to him by Feb. 8.

•Approval of Year-End Financial Audit: Due to Elaine Mitchell being shorthanded, on a motion by Ryan, second by Steven and unanimous approval of the board, Darrell Peterson will be asked to do the financial audit for 2016.

•Executive Director Evaluation: Based on the positive evaluation received and the continued success and progress of the Chamber, the board approved a 50 cent per hour raise for Amy, increasing her hourly wage to \$21. She also was given \$1,200 in Chamber gift certificates as a bonus for her hard work. The motion was made by Pat, seconded by Calcie and unanimously approved.

•Banquet Entertainment and Date Discussion: The board discussed several ideas for entertainment at the annual banquet in 2017 and decided to try and contract with Dueling Pianos as the first choice and Shodown, a band that would be popular to a wide variety of attendees, as the second choice. Updated information will be presented at the January meeting.

•Set Annual Meeting Date: The board decided to have its February board meeting on Feb. 8 and, in accordance with the bylaws, the annual meeting will be held on the third Wednesday in February, which is Feb. 22. The meeting will be held in the hospitality room of Glacier Electric Cooperative.

•Reminders: There will be no Chamber Up in December and the next meeting will be held on Jan. 4.

Comments from Visitors: City councilman Don Grubb reported on a request made to the City Council by a Kalispell-area business wishing to set up a medical marijuana distribution business in downtown Cut Bank. Currently, the City of Cut Bank has an ordinance preventing such a business from operating in the city limits.

With no further business, the meeting was adjourned.

LeAnne Kavanagh
Secretary/Director