

**Cut Bank Area Chamber of Commerce Minutes
February 8, 2017 Regular Monthly Meeting
Cut Bank Chamber Office – Noon**

Directors Present: Jeff Billman, Calcie DeZort, Ryan Eney, Juanita Meeks, Pat Murphy, Toni Altenburg, Jess Waldner, Ric Beals, Don Grubb, Matt Waller, Michelle Nygaard.

Executive Director: Amy Overstreet

Guests Attending: Mayor Dan Raemaeker, City of Cut Bank; LeAnne Kavanagh, Cut Bank Pioneer Press; Sissy Nygaard, Stockman Bank; Dave Aune and Amy Deitchler, Great West Engineering.

Regular Business: The meeting was called to order by President Jeff Billman. The minutes from the January 4th meeting were presented for approval. Amy and Calcie noted that a correction of last month's meeting minutes of the approval of the proposed budget for the upcoming fiscal year needed to be changed from a motion of approval to a discussion and a general board consensus. The board concurred, and Pat moved to accept the minutes with the change of the approval of the proposed budget. Ric seconded the motion. Being no further discussion, the minutes were approved with the additional changes added.

The financial reports from January 2017 were reviewed. See attached. Balances were reported as follows: \$15,221.72 Chamber Checking Account; \$2,104.52 Economic Development Checking Account; \$4,091.41 Gift Certificate Account; \$7,463.99 Buckle Account; Lewis and Clark Committee 5,527.11 (checking) and \$14,197.88 (money market).

Ryan noted that membership dues continue to trickle in as they topped our revenue at \$2,750 this month. Ryan also noted a Festival of Trees payment of \$250 that was not received until January but was from a December invoice. Don moved to accept the financial report with Ric seconding the motion and all voting for the motion.

Old Business

Committee updates

Economic Development/Public Drug Update: Amy updated that proposals for the structural assessment were due on February 9 for the public drug building. Amy also stated that the rental lease with the church renting a portion of the public drug was up for renewal and they had requested to enter a month to month lease. After further discussion, everyone agreed to a month to month lease with the current tenants. Jeff also noted that the upcoming opening of Cut Bank Creek Brewery, as well as It Fits opening downtown, were significant wins for the chamber and wanted to thank Amy for all of her hard work and assistance with these projects.

Stage Cover Update: Dave Aune and Amy Deitchler with Great West Engineering as well as Mayor Raemaeker were in attendance to update the chamber on the progress of the stage cover project. Dave summarized the project and gave a breakdown of the cost estimate and funding package for the stage over. To date, the project has received funding from the Montana Department of Commerce (\$99,987), First Interstate Bank (\$25,000), and Stockman Bank (\$25,000). Pending funds for the project is the Town Pump Foundation (\$15,000), BNSF Railway Foundation (\$15,000), and Farm Credit Services (\$5,000). If all funds are awarded, the project has a total of \$184,687 to start the project. Great West Engineering projects a total project cost of \$205,353. This total includes all structural excavation and a handicap accessible ramp. Anything above this such as electrical or sound upgrades will be an additional fee. LeAnne asked Mayor Raemaeker if any Park Levey funds had been budgeted for this project and he stated that to date no Levey funds had been earmarked for the project. After further discussion, the board came to a consensus that the city should move forward with the purchasing of the Kokomo structure and order as soon as possible to make the Lewis and Clark deadline.

Mercantile Update: Amy updated that we are still waiting for the structural analysis to be complete before we can move forward with the demolition. Once the structural analysis is com-

plete, the county will be able to put the demolition contract out for bid. The project is expected to move forward with demolition in either April or May.

Membership Drive: Amy stated that to date current memberships received were 129. Amy updated that she had mailed out reminder letters on February 7th and asked that next week board directors make personal visits with non-renewed businesses to try and boost membership.

Banquet Discussion: Jeff, Jess, and Amy reported that May 6th had been selected as the date for the 2017 Chamber Banquet and that Showdown had been chosen as the entertainment for the night. Amy updated that a fiesta theme was chosen as the theme for this year's banquet and crafting of the decorations was already underway.

2016 Committee Report Submission Reminder: Jeff reminded the board that director's 2016 committee reports were due by the end of the week.

New Business

2016 Financial Audit by Utterback Accounting: Ryan updated that the financial audit by Utterback Accounting had been completed and that everything looked good. Ryan had not received the written report yet, but Jeff stated that he would swing by their office and ask for a written letter to present at the chamber's annual meeting.

2017 Budget Discussion and Approval: After further review and discussion of the 2017 budget the board agreed that no adjustments were needed to the proposed budget. Jess made a motion to approve the proposed 2017 budget while Don seconded the motion. The motion was unanimously approved

2017 Economic Development Budget Discussion and Approval: After further review and discussion of the 2017 economic development budget the board agreed that no adjustments were needed to the proposed budget. Jess made a motion to approve the proposed 2017 economic development budget while Don seconded the motion. The motion was unanimously approved.

Annual Meeting Lunch Discussion/Approval: The board discussed the 2017 Annual Meeting lunch. A discussion of whether to charge for lunch or not was discussed, and the board agreed that lunch should be provided to those in attendance at no charge. Calcie made a motion that lunch should be provided free of charge to all in attendance at the 2017 annual meeting. Jess seconded the motion, and the motion was unanimously approved.

Lewis & Clark Festival Update: Ryan updated that Borderline was chosen for this year's entertainment for Lewis and Clark Days slated for July 27th, 28th, and 29th. Ryan stated that some activities would be coming back this year such as the jail. Ryan stated that the committee will have a big push to sell buttons to businesses this year in an attempt to increase button sales. The annual Lewis and Clark golf tournament, as well as a fun run, are in the works again this year.

Directors & Officers Insurance Policy Renewal: Juanita updated that there are no changes to the 2017 insurance policy, however, the premium went down \$6.

Governor's Conference Meeting: Amy updated that she had the opportunity to go to the 2017 Governor's Conference Meeting. While Amy did apply for a grant to go, she was not awarded the funds and wanted to discuss with the board the cost of her attending the meeting. After further discussion from the directors, the board felt that it was important for Amy to attend the Governor's Conference Meeting. Pat made a motion for the board to support and cover

Amy's expenses for attending the Governor's Conference Meeting. Ric seconded the motion with the board unanimously approving the motion.

Grant Applications Update: Amy updated the board on all current pending grant applications. Grant applications that were denied were the visitor's center grant for side walk renovations and the Governor's Conference Meeting attendance for Amy. Pending applications are the Park at the Merc Artscape and the NW Farm Credit Services applications. Amy also updated that the Saddle Club had approached her to research grants for an indoor riding arena.

Reminders:

- Chamber Up – It Fits February 7th 5:30-7:00pm
- Chamber Up – Cut Bank Creek Brewery February 17th 5:30-7:00pm
- Annual Meeting-February 22, 2017 12-1pm Glacier Electric Cooperative
- March Board Meeting – March 8th 12-1 Chamber Office

With no further business, the meeting was adjourned.

Calcie DeZort
Secretary/Director