

**Cut Bank Area Chamber of Commerce Minutes
August 3, 2016, Regular Monthly Meeting
Cut Bank Chamber Office – Noon**

Directors Present: Jeff Billman, Adrienne Fritz, Calcie DeZort, Ryan Eney, LeAnne Kavanagh, Juanita Meeks, Pat Murphy, Steven Hjartarson, Sissy Nygaard.

Executive Director: Amy Overstreet

Directors Absent: Toni Altenburg excused; Matt Waller, 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 July 7th meeting were presented for approval. Pat moved to accept the minutes as presented with Juanita seconding the motion. The minutes for the July 22 special meeting were tabled for approval until the September 7th meeting. Being no further discussion, the minutes were approved as emailed.

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

Balances were reported as follows: \$11,371.82 Chamber Checking Account; \$20,556.15 Economic Development Checking Account; \$3,581.41 Gift Certificate Account; \$7,463.99 Buckle Account; Lewis and Clark Committee-\$14,064.10 (checking) and \$164,194.53 (money market).

Sissy clarified that the Postmaster expense of \$188 will be moved and labeled as Holiday Bazaar expense as it was for postage for vendor letters. Sissy also noted that the revenue labeled as Newfield in the Economic Development account is actually a portion of the Brownfields grant and will be adjusted to reflect that. Amy explained that the Newfield and Bear Paw Development expenses will be contributed as part of the grant match monies required by Brownfields.

Ryan moved to accept the financial report with Steven seconding the motion and all voting for the motion.

Old Business

Committee updates

Economic Development: Jeff and Amy updated the board on the Public Drug building project and announced that an interested party had made an offer on the building. The Chamber made a counter offer to the current offer and is currently waiting to hear back from the interested party with their counter offer. Amy also updated that she was approached by the Archery Club who is interested in renting the upstairs space of the Public Drug. The club is interested in applying for grants to update the space and would like to draft a letter of intent for renting the space to be include with their grant applications. Amy updated that the progress of the window installation is moving forward and should be completed soon. With the tentative sale of the Public Drug, a better idea how to move forward for all interested parties will be discussed in September.

Jeff updated that Vicki Connelly and It Fits LLC had officially moved into the Myhre Building, and it was now open for business.

Stage Cover: Amy updated that she and Jennifer Biegler are working on the grant writing process for the stage cover for the Montana Office of Tourism Infrastructure Grant. Plans for the stage cover will move forward using the plans of the original structure.

Lewis and Clark Festival: Ryan updated that the Lewis and Clark Festival went well and that concrete financials will be available for September's meeting. The Lewis and Clark Committee was very appreciative of everyone that volunteered their time to help make this year's festival a success. Ryan stated that the dunk tank was very successful this year, but the numbers on the beer booth were down. Ryan reported that 25 vendor booths were sold, but very few showed up. Community members were concerned about the lack of kid's attractions this year, and Ryan updated that the vendor bringing the kid's attractions this year canceled last minute causing the Lewis and Clark Committee not to be able to replace them in time. Improvements were discussed for next year and suggestions included moving the dunk tank to the other end of the park

out of the shade, offering Clamato in the beer booth, building a portable dance floor for in front of the stage, and/or roping off the area in front of the stage. Although the main street construction did put a damper on this year's festival the alternative parade route worked well and the community seemed to enjoy the ease of access the alternate route offered.

Shakespeare in the Park: Juanita reminded the board of this year's performance of "A Comedy of Error" which will be performed on August 3rd. Concern for wind/rain/thunderstorm predictions for the night and the possibility of moving the performance inside were discussed. Juanita updated that we should be receiving the \$150 Thrivent donation that day.

Business Appreciation Days: Jeff and Steven updated that the first two picnics in Sunburst and Valier had around average numbers, and everything was running smooth. With harvest occurring earlier in the summer than previous years, numbers were slightly down. Jeff reminded the board of the Cut Bank picnic August 3rd and the Browning picnic August 4th. A discussion of picking up refreshments at local markets was discussed and an agreement of picking up pop/water earlier in the day was agreed upon.

Mercantile Update: Amy reported that she had resubmitted the application to the Port Authority, and it will be on the August agenda for approval. Amy also updated that the engineers have been scheduled to examine the mercantile and evaluate how the demolition will affect the structural integrity of the Public Drug. It is hopeful that progress on the mercantile will continue once abatement and demolition funds have been approved by the Port Authority in August.

Golf Tournament: The annual Chamber golf tournament is slated for Sunday, September 18th. The entry fee is \$250 per team and \$50 for mulligans. Amy updated that letters have been mailed out inviting local businesses to participate in the 9-hole scramble. Jeff stated that he will soon be asking for hole-prize donations from local business and encouraged the other directors to help find teams to participate in this year's tournament.

Holiday Bazaar Update: The Holiday Bazaar has been scheduled for Saturday, November 5th. Adrienne and Amy updated that vendor letters have been mailed out, and 30 vendors have already returned their forms. This year the committee will be pushing for more vendors with tangible items to sell compared to at home business catalog orders. They are confident that the 112 available spots will sell out quickly. Adrienne reported that they will be reworking the concessions available at the bazaar and are possibly considering hiring it out. Ryan suggested buying change boxes for door attendants to allow for easier and faster admission lines. A coat check was also suggested with the committee taking it into consideration with the available space they had remaining.

New Business

Nominating Committee Appointments: With both Sissy and Steven termed out at the end of this year it was suggested that a nominating committee be appointed early to fill the available director positions. Sissy, Steven, Pat, LeeAnne, and Jeff were appointed to the nominating committee. Pat was appointed as chair of the committee. Jeff made a motion to approve the committee appointments while LeeAnne seconded the motion and the Chamber board unanimously approving it.

Discussion of Offer to Purchase Public Drug:

Development of Terms of Sale:

Approval of Purchase Offer/Counter Offer:

Jeff tabled the Discussion of Offer to Purchase Public Drug, Development of Terms of Sale, and Approval of Purchase Offer/Counter Offer as new business items until a concrete offer from the interested party of the Public Drug has been received. These items will be revisited at the September board meeting.

Reminders:

- Business Appreciation Days – August 1-4, 2016
- Shakespeare in the Parks – August 3, 2016
- Relay for Life – August 12, 2016
- Chamber Up – Edward Jones at City Park August 16, 2016
- Next Chamber Board Meeting – September 7, 2016
- Chamber Up Farmers Market September 14, 2016
- Chamber Up- Cut Bank Volunteer Fire Department and Stockman Bank (October)

With no further business, the meeting was adjourned.

Calcie DeZort
Director