**Cut Bank Area Chamber of Commerce Minutes**

**October 3rd, 2018, Regular Monthly Meeting**

**Cut Bank Chamber Office – Noon**

**Directors Present:** Pat Murphy, Don Grubb, Calcie Stubbs, Jessica Waldner, Jeff Billman, Ric Beals

**Executive Director:** Amy Overstreet

**Directors Absent:** Bryan Simons (Excused), Michelle Nygaard (Excused), Stephanie Eney (Excused), Ryan Eney (Excused), Kristi Rowell (Excused)

**Bookkeeper:** Todd Eney

**Office Assistant:** Erin Kittson (Not Present)

**Guests Attending:** Juanita Meeks

**Regular Business:** The meeting was called to order by Chamber President Ric Beals. The minutes from the September 5th meeting were presented for approval. Calcie Stubbs made the motion to accept and Don Grubb seconded the motion. Being no further discussion, the minutes were approved.

The financial reports from September were reviewed. See attached.

Balances’ were reported as follows: Chamber Checking Account $9,468.28; Savings – Hiline Arts Grant $2,502.74; Economic Development Checking Account $732.22; Gift Certificate Account $1,796.41; Buckle Account $7,463.99.

Bookkeeper Todd Eney presented the financials. He wanted to know if the board wanted to pay insurance that is due soon out of the economic development account. The first installment is due October 29th. Calcie Stubbs made the motion to pay the premium in full and approve the financials, Pat Murphy seconded the motion. Being no further discussion, the financials were approved.

**Old Business**

**Mercantile Update:** No updates

**Public Drug Update:** No updates

**2017 Financial Audit by Utterback Accounting:** Ryan was at the last meeting and verbally informed the directors that the audit was done with Utterback Accounting. At the last meeting he did not have copies of the audit but emailed them after. Everyone received this email and no corrections or questions were presented. Jeff Billman made the motion to approve the audit and Don Grubb seconded the motion.

**Golf Tournament Recap:** Amy updated that the golf tournament was a success. It ended up being a really nice day for golf and there were a total of 12 teams. We raised just around $2,000 with this event, with half going to the Cut Bank Trails because their team won the tournament. The other half will be put into the Economic Development account. There have been no bills received from CBGCC as of this date.

**Cut Bank Holiday Bazaar Update:** Amy updated that Adrienne Fritz has really stepped up to help and has been working hard on getting volunteers lined up for this event. Amy also noted that the CBHS Football team is going to help load and unload all the vendors, this will be a great help!

**Prime Rib Cook-Off Update:** Amy handed out tickets to the directors the previous week. Calcie updated that everything is right on track and she is going to make a schedule timeline sheet for the people cooking so they know what is expected of them this day. Amy asked Nate & Ashley Kavanagh to take tickets and sell 50/50. We are currently looking for one more judge and Amy is going to do a Facebook challenge.

**Festival of Trees Update:** No updates

**Website Advertising Update:** Bryan has been contacting the non-renewals from last year for one last push. Since Juanita is at this meeting she is going to check with DTJ about renewing theirs. Amy reminded it is $75 for the first time and $50 every year after.

**New Business**

**Political Endorsement Policy Discussion & Approval:** Bryan wanted to create a policy to say we as a Chamber do NOT politically back a candidate or an initiative. This just covers all bases for anyone asking the Chamber to back them. Pat made the motion to accept the policy with Jess seconding the motion.

**Discussion/Approval of Michelle Nygaard’s Board Position Resignation:** Michelle had to resign from the board because she was a representative of the Glacier County EMS and she recently has a new job. Jeff made the motion to accept her resignation with Jess seconding.

**Appointment/Approval of Board Director to Fill Vacancy:** Amy updated that we have five candidates for the election ballot, but we have to appoint someone to replace Michelle. The board unanimously agreed to appoint Nate Kavanagh to the Chamber Board to replace Michelle Nygaard’s position. Since Nate was appointed, he will be removed from the ballot and there will only be four people now.

**Request from St. Margaret’s to Hang Sign at Public Drug:** Juanita was relaying a message for St. Margaret’s church wondering if we would allow them to hang up a banner sign on the Public Drug building that had information about an event happening at their church.The Directors decided this was probably not in our best interest because then it opens up a window for other establishments to want to hang signs on the building we are trying to sell. The request was denied.

**Approval of Slate of Candidate for Director Election Ballot:** Since Nate was appointed to fill Michelle’s position, there are now only four candidates on the election ballot. JR Meyers, Nicole Altenburg, Calcie Stubbs, and Brandon Greco will be the four candidates listed on the ballot that has four available director positions.

**Insurance Review:** Juanita updated that our liability insurance has went down and our replacement cost went up $55.00. She tried running our policy with different companies and Philadelphia was by far the best option, which is who we have stuck with for many years. Amy also noted that because we usually get some money from Lewis & Clark Days beer booth for them using our insurance, they owe us $650.00 for their share of the insurance for using it at that event.

**Parade of Lights & Social:** Don Grubb updated that Canvas Church will be serving the cookies and beverages for after the parade and Amy is going to double check on making sure the civic center is booked for November 16th.

**Reminders:**

• Chamber Up – Billmans Home Décor, October 10th, 5:30 – 7 pm

• Glacier County Regional Tourism Quarterly Meeting – Elks Club, October 9th, 12-3 pm

• Prime Rib Cook-off – Elks Club, October 27th

• November Board Meeting – Chamber Office, November 7th, 12pm

• Cut Bank Holiday Bazaar – November 10th

• Parade of Lights – November 16th

• Festival of Trees – Elks Club, December 8th

With no further business, the meeting was adjourned.

**Jessica Waldner**

**Secretary/Director**