

To: Chamber Board Members
Re: Minutes for 5/7/15 Board Meeting

I. Call to Order: 7:30 AM by Vallerie Vickers.

In Attendance: Vallerie Vickers, Barbara Graham, Sharon Smith, Janice Reynolds and Marianne Graham. We missed Candee Rinde. Two board member slots remain unfilled.

II. Approval of Agenda: Barbara G. made 1st motion and Janice R. made 2nd motion to accept the agenda. Agenda approved.

III. Approval of Minutes from May 7 meeting: Marianne G. had one clarification to settle regarding the minutes and with information provided by Sharon S. will amend the minutes. Marianne G. made 1st motion to approve minutes with the change and Janice R. made 2nd motion to accept. Minutes approved.

IV. Old Business

1. Vote and Approval of new By-laws The final version was voted on by the Board members by roll-call, with 1st motion made by Barbara G. The new By-laws were carried by a unanimous vote by the Board members, all of which were present. The new By-laws will be presented to the May 14th General Membership meeting for final vote and approval. Candee will email the final proposed version to the general Membership prior to the May meeting with red highlights of revisions and new policies, so there is time for thoughtful preparation of the membership. This email was sent on May 9th, which also included the proposed 2015-2016 Budget.

2. Public Letter to Governor – Re: Summer Legislative Session No news to report.

V. New Business:

1. Budget Review - Sharon S.

Income: Sharon feels that our bookkeeper, Michlyn, is working to clean up our financial records. The past reports showing that the Chamber had a positive balance in the Income side of the Budget were fictional. Because of this, we mistakenly spent “Explore the Arts” monies that were held in our Savings account, believing that we had funds to draw upon to meet our financial obligations. Currently, this is the only group that we are holding funds for, and the Chamber will be responsible for repaying the funds taken by mistake. In the future, all of their funds will be directly deposited into our Savings account, and no Chamber funds will reside in our Savings account, to keep monies straight. We discussed and decided that the Chamber should charge “Explore the Arts” a service fee - a flat annual fee rather than a monthly fee. Barbara G. made 1st motion that for all businesses or groups who approach us to handle their funds (for our non profit 501(c) 3 status), their funds will be held separately and will pay a management fee of \$50 per year. Janice R. made 2nd motion, motion approved. This will be incorporated into the Agreement made with businesses and groups that we deal with this way.

Expenses: Sharon also made the point that expenses/fees need to be divided into the appropriate event or action item in the Budget.

1(a). Cowboy Sign – Sharon S. suggested raising the fees for businesses to renew or new businesses to be added to the Cowboy Sign to add Income for the Chamber. Sharon made 1st motion to raise the fee to \$75 for renewal and Janice R. made 2nd motion, motion approved. We discussed whether to charge more for the initial set up of a new business which may be voted on in the future, once we know how many empty boards/slots are available.

1(b). Other ideas for Increasing Income and decreasing Expenses:

Barbara G. suggested that we approach the Mavericks for financial support with the July 4th parade – as a thank you, they could select the Grand Marshall for the parade. Barbara G. also suggested that we approach Philmont about helping us pay our portion of the port-a-potties in the Park. She also wonders why we have a P.O. Box – can we have mail delivery at The Visitor Center? Vallerie V. felt that because of money and security issues that we continue to use the P.O. Box. We also discussed that for office supplies and general items ordered for The Visitor’s Center, that Candee see if some of these could be donated before ordering. Vallerie V. suggested that respective Team Leaders keep an eye on how money is spent in the Visitor’s Center. Purchases “for Sales” in the Visitor’s Center provides the opportunity to

sell items for profit, and will continue. Web hosting should be less this year because the “re-do” of the web site was only last year. Candee and Michlyn will continue to work towards making the Quickbooks accounts align with our Budget line items, so that we can keep better track of our income/expenses and how we are doing. Vallerie V. made 1st motion to accept the Budget as submitted and Barbara made 2nd motion – all Board members voted by roll call, all approved and the Budget passed.

2. Community Roundtable Report – held on April 30th at The Porch. Note that this IS NOT the Chamber, but an open meeting for ALL interested parties to attend, sponsored by the Cimarron Chamber. 20 people attended the meeting and Janice R. thought that there were positive attitudes and great ideas presented for discussion. The concern is that these meetings result in “getting things done, rather than just talk.” This is a true Grassroots effort.

2(a) Concerns discussed included Break-Ins, the state of the Canyon Inn and other blighted buildings (both residential/commercial), Zoning issues and the few businesses on 9th Street that are invisible from Main Street/Hwy 64.

2(b) Ideas discussed included the following:

- Enforcing statutes or revising (complaints were registered about Tiny Sanchez – co-inspector) – Mindy Cahill will follow-up
- USDA Grants presented at the Senior Center Meeting – Tim O’Neill will follow-up
- Main Street Grants – Chamber will follow-up
- Mom-Pop Businesses – being supportive
- Village Council to come to resolution on Zoning
- Performing photo survey of the Village’s blights with Letter to Editor
- Suggestion of painting murals on blighted buildings
- Adding of directional posts to direct visitors to 9th Street – Vicky Harper will follow-up
- Soliciting ideas from the “Kids of Cimarron” by Questionnaire – Tim O’Neill will follow-up

The next Community Roundtable meeting will be held on June 4th at The Porch.

3. Repairing the Visitor Center Deck – Review of Jeremy Ricklefs’ Proposal

Vallerie V. had told Jeremy that our budget for repairs was \$1,000 (grant funds from The Chase Ranch) and he submitted a Proposal for \$7,000 to perform the work. He suggested that the work could be broken down in stages. He did not break down the expenses – our immediate concerns are safety issues, especially making the stairs and railing secure. We all agreed that this proposal was inappropriately high to consider and the suggestion was made to call Justin or George Casias. The current railing is loose and dangerous – kids have been sitting on it. We will explore whether a railing is required and is it better to repair or replace? Is a building permit required in either case? Vallerie also suggested that the underground problem remains. We need aggregate brought in to improve positive drainage away from the building foundation.

VI. Team Reports

1. Events Report – Wild West Days - Janice Reynolds

Janice reported that a live radio station in Tucumcari is coming to cover the event for free. Applications for vendor spaces are coming in slowly. 7 are in place now – more food vendors are needed. Mr. Estrada, our School Superintendent, is supportive about getting the kids at the Cimarron High School making burgers, etc. Melinda Marlowe will give us a list of students’ names who can face paint. Concerning music, the Mariachi band was very expensive, and will not perform. There is a gospel group from the Angel Fire/Eagle Nest area that will perform for free. There will be gunfighters and dummy roping. Victoria from the Cimarron Art Gallery will be getting cakes for a Cake Walk. Plans are coming together and more vendors are expected to sign up as the event gets closer.

2. Membership – The bi-annual General Membership meeting will be held on May 14th.

We discussed talking up the meeting, reaching out to current members and potential new members to make sure everyone knows about the meeting. Sharon will see if we can use the Fellowship Hall at the Cimarron United Methodist Church. On the Agenda will be “What we are Doing” and a presentation of

our new Vision/Purpose Statement. The membership present at the meeting will vote on the new By-laws and the slate of replacement Board members.

3. Board Meetings – Dates of Meetings

The intent of moving meetings to the second Thursday of the month is to have Bank Statements and Financial Reports in hand ready to review at the meetings. This will help in getting our finances in order. Barbara G. made 1st motion to move meetings to the 2nd Thursdays and Janice R. made 2nd motion, motion approved.

VII. Executive Secretary's Report – Candee Rinde

Candee was not present at the meeting, so no report was given.

VIII. Other Items/Announcements

1. Schedule of upcoming Board Meetings/Chamber Functions:

The General Membership Meeting will be held on Thursday, May 14th.

The next Village Council Meeting will be held on May 20th.

The ribbon cutting for the new Hot Spot Cafe will be held on Thursday, May 28th at 5:15 PM.

The next Board meeting is scheduled for Thursday, June 11th at 7:30 AM, St. James Hotel.

Meeting was adjourned at 9:00 AM by Vallerie Vickers.

Respectfully submitted: Marianne Graham, Secretary of the Chamber Board
June 6, 2015