

## Cimarron Chamber of Commerce

### Board Meeting

Thursday, September 4, 2014

#### MEETING VIA EMAIL

It was decided that this month's meeting would take place via email, since all Board Members were out of town. An email was sent out on Sept 3, 2014 by Candee Rinde with all monthly documents attached (Agenda, Minutes from Aug & July, Monthly Report, Financial Report, Visitor Log, & Report to Village Council.) Recipients: Steve Nelson, Marianne Graham, Val Kutz, Vallerie Vickers, Sharon Smith, Randy Saunders. Board Member responses/discussions are quoted in teal at the end of this report.

#### AGENDA

- I. Approval of Minutes from Aug 14 meeting
- II. Approval of Minutes from July 3 meeting (did not have previously)
- III. Executive Secretary's Report: *nothing at this time—any questions for me?*
- IV. Finance Report: Steve Nelson, treasurer
  - a. Still unresolved:
    - i. Explore the Arts financials issue.
    - ii. Lodger's Tax situation.
    - iii. Repayment of loan to Village Hall.
- V. Team Reports:
  1. Cimarron Days – Sharon Smith (*to be worked through at the retreat*)
  2. Visitor Center – Vallerie Vickers
- VI. Old Business:
  1. New Board Member appointments-
    - a. Need two new Board Members. (suggestions: Jan Wessel, Kay Peerie, Susan Norris, Barbara Graham)
  2. Appoint team for Retreat planning
    - a. Was voted that our retreat will be October 24, 2014 at Philmont
  3. Appoint team for By-Laws revision
- VII. New Business
  - a.
- VIII. Other Items/Announcements
  - a. Scheduling Membership Meetings/Functions
    - i. Sept 18: TBD: ~~Cimarron Sweet Spot~~ *>she is closed for winter except next weekend*
      1. Given that most of the Board is out of town this month, Candee recommends putting off the After-Hours Social until October. **Lack of response to this implies Board approval.**
    - ii. Oct 16: TBD: Reynolds Music Store?
- IX. Adjourn

#### **\*NOTES:**

1. Issues and discussions may be tabled until October due to a significant number of Board Members being out of town.
2. Email your comments, questions and ideas to Candee to be transcribed into minutes for our Oct 4 Board Meeting.

#### **EMAIL RESPONSES/DISCUSSIONS:**

**Sharon Smith:** On Sept 7, Sharon wrote: "Candee--thanks for getting this together. There doesn't appear to be anything that I need to comment on at this time."

**Val Kutz:** On Sept 10, Val wrote: “Since I have not been at meetings thru the summer, I do not feel right about approving anything I did not attend. Hope that helps.”

**Steve Nelson:** On Sept 10, Steve wrote: “I have no concerns with the reports that have been presented. The Lodger’s Tax report should be submitted to the Village for reimbursement.

I have attached the August Financial reports. There is one called the “Balance Sheet August 2014”. Everything is balanced and I see no concerns. Another is the “Profit & Loss August 2014”. It shows \$961.95 in income, mostly from cookbook sales and membership dues. It also shows \$1,583.08 in expenses, mostly in payroll expenses. The net for the month is -\$621.13, however we did not receive any Lodger’s Tax because the Village had not collected enough to pay the invoice. The other report is “Profit & Loss Year to Date 2014”. Total income is \$5,534.47 with most of the income coming from the Gun Raffle and Membership Dues. Total Expense are \$4,447.93 with ¾ of expense being payroll. The net for the two month in the fiscal year is \$1,086.54.

I would recommend that we approve the financial reports. I would be happy to try to answer any questions.” *(this email was sent to all Board Members: Val Kutz, Vallerie Vickers, Sharon Smith, Marianne Graham, Randy Saunders, & Candee Rinde with the following attached documents: Balance Sheet Aug 2014, Profit & Loss Aug 2014, Profit & Loss Year To Date 2014)*

**Marianne Graham:** On Sept 15, Marianne wrote (in response to an email by Sharon regarding what to do about the debt to the Village/Lodger’s Tax): Hi Candee and all, Sharon makes a good point, and I believe that we are not going to make any progress at our retreat without REAL answers to these questions. Steve and I were discussing this briefly, and we are thinking that it might be wise on our part to call a face-to-face meeting with Mindy and Judy, our Mayor, to get to the heart of the matter.... These events are before our time, and the current Chamber Board needs to be educated ..... an understanding needs to be reached. Any thoughts?

Also, I make the 1st motion to approve both the July and August Minutes ... Do I hear a 2nd motion?

**Sharon Smith:** On Sept 15, Sharon wrote: “Yes, indeed. A face to face with someone—...”

**Steve Nelson:** On Sept 16, Steve wrote: “2<sup>nd</sup>” (regarding Marianne’s motion to approve the previous minutes)

**\*Minutes are approved. (Marianne motioned; Steve second)**

On Sept 16, Candee asked for a motion to approve Steve’s financial report. She also informed the Board that this meeting would be closed on Thursday, September 18, 2014, unless a request was made for it to remain open.

**Steve Nelson:** On Sept 10, Steve wrote: "I would recommend that we approve the financial reports. I would be happy to try to answer any questions.”

**Marianne Graham:** On Sept 16, Marianne wrote: “2<sup>nd</sup>!”

**\*The Financial Report is approved. (Steve motioned; Marianne Second)**

**No further emails were exchanged. Meeting adjourned at 4pm, Thursday September 17, 2014.**

In addition to these responses, there was some general discussion on the Lodger’s Tax situation, but it was determined that more investigation is necessary and that perhaps a special meeting is needed. This issue will stay on the table until the Board Members have a chance to do some digging and a meeting can be arranged.

Minutes prepared by Candee Rinde.