

To: Cimarron Chamber Board Members
Re: Minutes for 11/7/13 Board Meeting

I. Call to Order: 7:30 AM by Randy Saunders

In Attendance: Sonja Vincent-Jackson, Randy Saunders, Val Kutz, Judy Kahlor, Vallerie Vickers, Steve Nelson, Yvonne O'Brien and Sharon Smith. I, Marianne Graham was unable to attend – thank you Val for taking the minutes in my absence!

Guests: J.R. Herrera and Travis Fish from Discount Office and Copy Center.

Guests, J.R. and Travis made a presentation for a new copier in the Chamber Office:
Model 1025 – Specs: 2 ft x 18 in, 50 lbs, 15 second warm up, 256 MB installed memory, 25 pg/min. single side copy, 15 pg/min. double side copy. The proposed copier will use up to 34 lb paper by the top feed. There is one paper drawer.

Cost: 4 years - \$46.80/mo (inc. taxes) and inc. ink. This is less than 1cent per copy charge/\$9.00 for 1000 copies. J.R. will get price per mo. with copy charge included. Val made 1st motion to have a 10 day test run and Vallerie made 2nd motion. Motion passed.

II. Executive Director's Report:

Randy introduced Sonja Vincent-Jackson as our new Executive Director. From her October Summary, she pointed out that the Chamber had 135,531 hits on the website. We are nearing our 500th like on Facebook. Sonja will give a Cimarron T-shirt to that individual. She presented the proposal from Lori Chatterley for building our new website. Lori will come to our 12/5/13 to review and explain details. Sonja will have the capability to make some changes on our site so that Lori will not have to.

Sonja will put up Xmas decorations around the office. Yvonne will donate chili lights for inside. Sonja wondered if someone should go to the New Mexico Chamber of Commerce Executive Associates Meeting. The Board agreed not to attend.

III. Approval of minutes for October (held 10/3/13):

No corrections were suggested. Val made 1st motion to approve minutes as submitted and Yvonne made 2nd. Minutes approved.

IV. Finance Report:

Steve presented the Sept and Oct 2013 reports. Steve will ask Sandy Sitzberger about the appropriate # for Cimarron Days. It should be around \$534, according to K.C. who assists her, and -\$705.99 in Savings/ Other. Steve made 1st motion to approve the financial reports as submitted and Vallerie made 2nd. The motion was approved.

V. Team Reports:

1. Marketing/Advertising:

Sharon and Valerie had ad copy for the 2014 NM vacation Guide. CNN had recently featured the top 10 things to know before visiting NM. Cimarron was #6 – Cowboy Capital of the World!

2. Communications/Website: Judy reported there have been good “plugs” for the St James on local T.V. though there were little glitches. She suggested when we need more brochures, to go with Discount Office – the price was better than Data Plus.

3. Membership:

Randy and Sonja will contact those that are 90 days in the rears.

4. Cimarron Days: Val met with Anna Fuchs (team member) to make plans for next Summer. The projected dates will be 6/21 and 6/22/2014. There may be less “games.” Yvonne would like to do an art project with the kids. The next meeting will be after the first of the year.

VI. Business Items:

1. Scheduling membership Meetings/Functions:

November 21st After Hours - @ **5:30 PM** to be hosted by Kelly and Ross at the Cimarron Smokehouse. Details to follow.

December 19th After Hours - @ **5:30 PM** St. James Hotel will host.

The next Board meeting will be held **December 5th** at 7:30 AM at the Double CC.

VII. Other Items/Announcements

Black Friday/Small Business Saturday:

Vallerie will have 4 postings of ½ page ads in the Sangre de Cristo Chronicle and the Raton Comet. Nov 20th and 27th cost will be about \$85 per location - if more sign up then the price will drop.

"Cimarron Nights" will be the theme for our 2 day event:

11/29 - 10am*-8pm Friday (*the opening time was made earlier after the meeting)

11/30 - 10am*-6pm Saturday (*the opening time was made earlier after the meeting)

Val will call the Village and ask that decorations be up for the holiday weekend and also ask permission for Vallerie's sleigh to be placed in the Park for the occasion.

There will be a gift basket prize given away for the weekend.

Yvonne will help Vallerie with the ad and the gift basket.

Webpage Upgrades Update: We will discuss further after Lori Chatterley's presentation.

Nominating Committee:

Randy reported that Steve Nelson, Judy Kahlor and Sharon Smith have all agreed to run. Sonja will get ballots out to all voting members. Votes must be in and tallied by 12/4/13*. (the deadline was later extended, but the intent is still to announce the results for the new year.)

Yvonne said she appreciated her time on the Board of Directors.

Meeting was adjourned by Randy at 8:41 AM.

Respectfully submitted: Marianne Graham, Secretary of the Chamber Board
(Minutes written from notes taken by Val Kutz)