

To: Chamber Board Members  
Re: Minutes for 6/11/15 Board Meeting

I. Call to Order: 7:30 AM by Sharon Smith, acting on behalf of Vallerie Vickers, President. The Vice President position is vacant.

In Attendance: Sharon Smith, Jan Reynolds, Marianne Graham and Candee Rinde. We missed Vallerie Vickers. Guests: Eunice Brimley, the Chamber's summer office assistant, and Melinda Marlowe, artist. Two new board members are pending confirmation and one slot is unfilled with Barbara Graham's resignation.

II. Approval of Agenda: Sharon S. made 1<sup>st</sup> motion to accept the Agenda. The chair declares the agenda approved.

III. Approval of Minutes from May 7 meeting: Marianne G. made 1<sup>st</sup> motion to approve minutes and Jan R. made 2<sup>nd</sup> motion to accept. Minutes approved.

#### IV. Old Business

a. Cowboy Sign – Melinda Marlowe made a presentation on refurbishing the Cowboy Sign to keep it looking good in all seasons, welcoming visitors to Cimarron and advertising Cimarron's businesses. She was involved with designing, constructing and erecting the original sign in 2008-09 as part of the Strategic Planning Committee. To do this, she needs to pull down the header board to repaint and also, work on freshening up the cowboy's appearance. Melinda says that the best time to perform this work is in the Fall. She is proposing to do this for the Chamber for the reduced fee of \$1500 and would ask for some volunteer help in removing and re-erecting boards and features from the sign. Sharon S. made 1<sup>st</sup> motion to accept Melinda's proposal for repairs to the sign and Marianne G. made 2<sup>nd</sup> motion. Candee will have a donation bucket in the Chamber's booth in the park at the Wild West Days for repairing the Cowboy Sign. Motion approved.

b. Budget review – Sharon presented the balanced version of the Budget for 2015-2016. On the Income side, she increased the Lodger's Tax projected income based on information from the Village and estimated income from dues, predicting that some members will chose to pay the new \$100/yr and some won't. On the Expense side, she recommended reducing our Bookkeeping services to only payroll/taxes and she continued the \$50/month repay fee to the Village for the Highway 64 Beautification project. Sharon also made the point that we need to better manage our copier service contract and try to reduce our expenses there. Payroll changes reflect reduced hours for Candee and addition of Eunice part-time during the summer months. The Chamber office will be open with Candee working 4 days a week (Wed. – Sat.) and Eunice working Sun. & Mon. The office will be closed on Tuesdays. Thanks to Sharon for working on and proposing a balanced budget! Sharon S. made 1<sup>st</sup> motion to accept the Budget and Marianne G. made 2<sup>nd</sup> motion. Budget approved.

c. Repairing the Visitor Center Deck – Vallerie V. will report at future meeting.

d. Work Day in Chamber's Garden – Eunice, a master gardener in Cimarron, initiated a work day (early morning) to weed the garden at the Visitor's Center. She will send out an email invitation for all to participate – the time will be on Saturday, June 13<sup>th</sup> at 6 AM for as long as needed.

#### V. New Business:

a. Barbara Graham's Resignation – Sharon read and asked that the present Board Members accept Barbara's written resignation. It was accepted by acclamation.

b. New Board Member Ballot – We now have 2 candidates interested in 3 slots. Sharon and Melinda had some ideas of potential people to approach. We will only propose candidates to the ballot who agree to serve in advance of the voting by the general membership. Sharon S. and Jan R. will make some inquiries and report back to Candee at the office. The goal will be to get answers within the next week and mail out ballots to all members for 2 weeks of voting, having the result before the next board meeting. All agree with this approach.

c. Community Roundtable – Sharon S. made the report, saying that the second meeting did not go as well as the first. The meeting held at The Porch was not as well attended and the dynamics were not as positive and productive, however, still worth the effort. The next meeting will be held in July.

#### VI. Team Reports

a. Events Report – Wild West Days - Jan Reynolds made a report for the upcoming event slated for July 18-19<sup>th</sup>, starting at 10 AM in the Village park. One issue/question is how to handle feeding lunch to the musicians and gunfighters, apx. 20 people? Several options were discussed, including approaching some businesses who have not yet agreed to sponsorship. Purchasing meals from restaurants would prove too expensive, most thought. A pot luck with donated food seemed the best idea, but we will keep working on this. Jan will check with Springer Electric to see if they would be interested in sponsoring the event. Hotel rooms for the musicians/performers have been donated by the St James, so they deserve top billing in the sponsorship category! Kelly, Vallerie's daughter, will organize the children's games and will be soliciting help. There will be a dance band from 5 to 8 PM. Jan reported that there is an insurance rider in place for the event to be held in the Village park.

Candee offered up some ideas for raffles. NM Gas said that they could donate a chimney pot or nice fire pit. Melinda can donate a painting from one of her painting classes. We have raffle tickets and Candee can paint signs advertising the raffle. The Cimarron Candle company will make candles and donate for selling in the park at the Chamber's booth for fundraising.

We will have free radio announcements on the Raton and Tucumcari stations. Jan expressed concern about having funds in place in the Chamber's checking account to be able to pay the contracted gunfighters and bands the day of the event, in the total of \$1,400. Jan will get the contracts for us to review – the contracts are signed by Gary Reynolds, not a Chamber officer.

#### VII. Executive Secretary's Report – Candee Rinde

Candee will be making and distributing posters for upcoming ribbon cuttings and she will check with new businesses or businesses that have moved to firm up the calender. Candee reports that the Visitor Center is busy!

#### VIII. Other Items/Announcements

##### Schedule of upcoming Board Meetings/Chamber Functions:

The next Village Council Meeting will be held on June 17<sup>th</sup> at 6 PM.

After Hours Social and Ribbon Cutting for the new Burrito Banquet/Amy's Place will be held on Thursday, June 18th at 5:15 PM.

The next Board meeting is scheduled for Thursday, July 9th at 7:30 AM, St. James Hotel.

Meeting was adjourned at 9:05 AM by Sharon Smith.

Respectfully submitted: Marianne MacGillivray, Secretary of the Chamber Board  
July 8, 2015