

**Broken Bow Chamber of Commerce
Board of Directors Meeting
March 24, 2021**

Present: Levi French, Vedah Fales, Joan Jackson, Carol Ostendorf, Scott Cyboron, Gavin Higgins, Tonya Kreitman, Michelle Nelson (phone), Stephanie Grafel, Dan Knoell

Absent: Darren Tobey, Michaela Bissonette, Andrew Ambriz, David Baltz

Called to Order:

Meeting was called to order by Vedah Fales at 4:03pm.

Old Business:

1. Minutes:

- a. The Minutes from the 2-24-2021 Board Meeting were e-mailed prior to meeting for Board to review. A motion was made by Gavin Higgins and seconded by Levi French to approve the minutes. All in favor none opposed. Motion passed.

2. Financial Report:

- a. The Financial report was passed out and Carol O. gave a brief report. Scott Cyboron made a motion and Joan Jackson seconded to approve the Financial Report. All in favor none opposed. Motion passed.

Committee Reports:

1. Events:

- a. **Annual Banquet:** Silent Auction Items are trickling in. Stephanie G will purchase items for Flatwater Bank and invoice them, Carol O spoke to NSB, and Michelle N will bring hers by tomorrow and contact Lillie Kate about that one. Scott C said he would like to put together a Silent Auction Item also; Stephanie G will pick it up tomorrow.
Ticket sales are at 176. Board members were reminded to purchase theirs and a suggestion was made to send out another e-mail reminding those not at the meeting to call in by tomorrow. Stephanie G will send out an e-mail in the morning.
The topic of reserving tables for those businesses that purchased a full table was brought up. Michelle N said that One Box will create the reservation cards with the business names on them for us to put up. Stephanie will call tomorrow with that information and also call to confirm the number of tables and their placement. Gavin H. asked if One Box had been given the set-up information. Stephanie G. confirmed that the event coordinator had it under control.
Kyle will be doing the Live Auction Items. Carol O and Vedah F's husbands have agreed to be watchers along with Scott C. Gavin will be the spotter for him. Set up crew will be Joan J, Gavin H, Carol O, Levi F, Vedah F, and Stephanie G. They will be at One Box at noon to set up décor, check in table, silent auction table, etc.
Todd Lamaske will arrive between 4-4:30pm to preform sound checks and verify staging is correct.

The Custer County Chief will be at the Banquet for a while to take pictures and do some interviewing. A list of Anniversary Businesses will be e-mailed to The Chief in the morning to help with publication times. Katie Badgley agreed to help take pictures during the Awards and Presentations.

b. Easter Egg Hunt: Custer Care and Stephanie G have worked out most of the details for the egg hunt. The Optimists will provide the Easter Bunny Suit and Mo Hunsberger will wear it. Kountry Kids 4-H group will be helping "Hide" eggs. There may be a need for more crossing guards. Stephanie will send out an e-mail next week if there are not enough.

2. Retail/Marketing:

- a. Beautification:** Rick Maas and Terry Jensen have been working on clean up at all the City signage areas. The last place to work on is the Town Square. Rick has been in contact with Ryan at The Garden Center. They will plan the flower color and let The Chamber know. We will also need to help purchase some of the mulch this year.
- b. Market on the Square:** This event has been set for May 13th through Sept 16th.
- c. Crazy Days:** This event will be held in conjunction with Alumni weekend July 8th through the 10th. A run/walk has not been planned yet, but a local band from the high school would like to perform in the bandstand sometime during the event.

New Business:

- 1. Directory:** Stephanie has been working on the directory with hopes to have it completed and off to LIPS Printing by the first of the month. Vedah F. asked why that was the created timeline. Stephanie explained that the directory needed to be ready for the Brochure Swap on May 19th in Grand Island.
- 2. Coupon Cards:** Retail Chamber Members have been e-mailed regarding the Coupon Cards that are handed out at the Hotel/Motels in town and also the ones done for special events (Spirit Softball, Mid-States Rodeo, Youth Baseball, etc.) There has been some response and Stephanie is working on this task. It will need completed by no later than May 10th as The Chamber has been asked to provide 130 Broken Bow Info bags for the Junior High States Final Rodeo on May 20-21st. Stephanie may need help stuffing these bags; Carol suggested bringing them to the Board meeting next month.
- 3. Ribbon Cutting/Business after Hours:** Sandhills Journey Scenic Byway has been awarded a "National Designation" and would like to have a Ribbon Cutting done on April 30th. The social hour would start at 5 with the cutting at 6pm. This will also be the Kick Off of the Passport Program that opens May 1st. The Board seemed to all be in agreement to help sponsor this event.
- 4. Demolition Derby:** The Ag Society last week voted to go forth in considering a demolition derby for this year. Since then there has been back lash for the Ag Society and The Chamber. The Ag Society will be holding a Special Meeting on Friday March 26th to rescind the vote. They will have further discussion about it at their next meeting on April 8th, 2021. The Chamber had originally agreed to enter into discussions about co-hosting a demolition

derby. The Board is in agreement to keep this communication open. Gavin H made a motion to designate a Demolition Derby Committee to attend the Ag Meeting and work to find a resolution to this. Michelle N seconded the motion, all in favor, none opposed. The motion passed. The Committee members at this time are the Executive Board and Gavin H.

5. **Hiring Committee:** Vedah F brought up that although there are no current applications, there may be members that would like to be removed and new members added to this committee. Gavin H asked to be removed. Carol O, Joan J, and Vedah F have offered to go on the committee. The other members at this time are Michaela B, Andrew A, Michelle N, Joyce Richardson, and Levi F.
6. **90 Staff Review:** Stephanie G has been with The Chamber for 3 months now. She was originally hired at an interim basis. The Board feels she is performing all her duties well and a \$1 an hour raise was approved. Stephanie thanked all the members for their kindness.

Updates from Ex-Officio Members:

1. **CEDC:** Andrew Ambriz – no updates available
2. **City of Broken Bow:** Dan Knoell and all involved are very excited about the upcoming USDA Food to Table event on Friday March 26th, 2021. There are several city employees that will be helping with the hand out process. He is thankful for this opportunity for our community and for the work that The Rotary, JMMMMC, and Bow Wind have done to make this possible. Dan updated the Board that the City will be announcing a lift on current Covid-19 restrictions on April 15th. On the first weekend in May there will be a Youth Baseball Tournament coming to Broken Bow. They are anticipating approximately 24 teams. Retail and Restaurant Chamber Members need to be notified in preparation for the event. Venders will be allowed in the upper and lower parking lots by Melham Pond and the pool. They will need to apply for vendor permits for this event through the city.
3. **Board of Supervisors:** Barry Fox – no updates available
4. **Board of Education** – Tom Osmond – no updates available
5. **Past President** – Levi French – no updates at this time

Meeting Adjourned:

Meeting adjourned 5:11pm.

Upcoming Events & Meetings

1. Annual Banquet Sat March 27th – 5:30pm
2. Easter Egg Hunt Fri April 2nd – 1:30pm
3. Events Committee Wed. April 14th - Noon
4. Retail & Marketing Tues. April 20th – 8:30am
5. Executive Board Wed. April 21st – 4pm
6. Board Meeting Wed. April 28th – 4pm

Respectfully Submitted: Stephanie Grafel, Administrative Assistant