

**Broken Bow Chamber of Commerce
Regular Board Meeting
August 26, 2020**

Present: Michaela Bissonette, Gavin Higgins, Andrew Ambriz, Lauren Long, Levi French, Shantel Daake, Michelle Nelson

Absent: Carol Ostendorf, Darren Tobey, Travis Barker

Call to order:

Meeting was called to order by President Levi French at 4:18 pm.

1. Minutes

- a. Motion to approve July Minutes by Gavin, second by Andrew, all in favor, none opposed.

2. Financial Report

- a. Discussion regarding funds in the Steak Fry Account. Payment was deposited before the decision to postpone. Motion to approve July Financial Report by Gavin, second by Michelle, all in favor, none opposed.

3. Committee Reports

a. Retail & Marketing

- i. How can we, as the retail community capitalize on the Community Homecoming Pep Rally Crowd that downtown for the event? Discussion will continue at the next meeting and a plan will be contingent upon the ability to hold the Pep Rally based on Covid numbers at the time.
- ii. Next meeting we will be talking about Halloween, again contingent on numbers around Covid if the annual event can be held.
- iii. Next meeting will also start the brainstorming for the Christmas Stroll, Black Friday, Small Business Saturday and Mega Monday Sales as well as Festival of Lights and Christmas Bucks.

b. Events

- i. Steak Fry Events are scheduled.
 - 1. After numerous phone calls the ticket sales are not where they need to be to hold the Steak Fry Events. Motion made by Gavin to cancel the Steak Fry Events and plan a Harvest Basket Event for a later date, second by Michelle, all in favor, none opposed.
- ii. Phone calls have been made for pricing for entertainment for the Annual Banquet. Costs will be presented to the Events Team at the next meeting.
- iii. Discussion regarding a 5k Event. Consideration for an OktoberFest or Halloween theme that participants would wear costumes. Event will be finalized at the next Events Team Meeting.

4. Employment

- a. Consideration of a part-time Administrative Assistant was discussed as well as 2 additional candidates for the Executive Director search. The Executive Team will meet to work through details and communicate to the team.

5. Additional Communication

- a. It is time to put out the request for new Board of Director members. With the resignation of Eric Zimbleman due to his family moving and Sara Arnold due to time constraints we will be welcoming 5 new Board Members to the team. This is not unprecedented as there were 5 new board members in 2016 and again in 2019. Letter will be drafted for businesses to make their nominations as well a notice in the Newsletter and E-Blast.

Updates from Ex-Officio Members

1. CEDC

- a. Andrew gave brief update to the team.

2. City of Broken Bow—not present

3. Board of Supervisors—not present.

Closed Session

No closed session.

Adjourn

1. Due to multiple board members needing to leave there was not a quorum to officially adjourn the meeting. The team closed at 5:10 pm.