

**Broken Bow Chamber of Commerce
Board of Directors Meeting Minutes
June 23rd, 2021**

Present: Vedah Fales, Joan Jackson, Carol Ostendorf, Michaela Bissonette, Andrew Ambriz, Michelle Nelson, Tania Kreitman, Levi French, Gavin Higgins, David Baltz, Stephanie Grafel

Absent: Scott Cyboron, Darren Tobey

Call to Order: Meeting was called to order by President Vedah Fales at 4:00pm

Old Business:

1. Minutes:

a. May minutes were e-mailed prior to today's meeting. No changes were needed. Gavin H. made a motion to accept the minutes as written, seconded by Andrew A. All in favor, none opposed. Motion passed.

2. Financial Report:

a. Carol presented the financial report. No changes were needed. Joan J. made a motion to accept the financial report as given, seconded by Michaela B. All in favor, none opposed. Motion passed.

3. Ribbon Cuttings: June 11th, 2021

a. Stephanie wanted to thank all the Board members that attended the events. The day went very smoothly and both Senator Williams and Lt. Gov. Foley sent their thanks for being invited.

4. Membership Drive:

a. Stephanie is still working on some sort of advertising for more apartment& housing rental members. (She forgot to note that she took membership paperwork over to Jaunito's and is waiting for its return.)

Updates from Ex-Officio Members:

1. CEDC – Andrew Ambriz: Andrew gave a brief report detailing the need to sell the second home on Hillcrest. The other grant opportunity, 1 to 1 match, that could bring in approximately \$800,000 for future use is in the process right now. They are working with the City on Eaglecrest Dr., where an additional 13 residential lots would be available. He ended with the announcement of his resignation from the CEDC. His final day will be July 31st. This will add a Board vacancy.

2. City of Broken Bow – Dan Knoell: No Report

3. Board of Supervisors – Barry Fox: No Report

4. Board of Education – Tom Osmond: No Report

5. Past President – Levi French: Present, No Report

Committee Report:

1. Events Committee:

a. Market on the Square is on track. We currently have 29 vendors, both weekly and intermittently. \$2,135.00 has been made in vendor fees. We have done a lot of advertising on the Radio Stations, Loup Valley Shopper, and Social Media.

b. Summer Celebrations – Our first evening event was on June 17th. It was very hot that day, but despite that there was a small turn out from the community and some vendors stayed as well. Stephanie implored the Board to make a concerted effort to attend these functions. There was not a single Board member that came that evening. If this is to be a success it takes all of us.

c. Krazy 5K Kolor Run – July 10th – A volunteer sheet was passed around the table twice with the intent of filling as many spots as possible. There are still volunteer slots available as 4 of the 12 Board Members signed up.

d. DC Lynch Carnival – July 8th – 11th, Stephanie asked for Board member to take the remaining signs and distribute them to area businesses.

2. Retail/Marketing Committee:

a. Andrew A. spoke on the Spirit Softball Tournament and the “Broken Bow Passport” that Stephanie created. Crazy Days entertainment is set and a public schedule is the only thing left to be done.

b. Fair Parade Theme – The suggestions for theme were; Only in Nebraska, Nothin’ more Nebraskin’, Hometown Proud, Masks Off, Game On!, Unmasked, Out & About, Beach Party, Heroes, Live Small, Dream BIG, Celebration, (there were a couple more). The top two were picked as; Only in Nebraska and CELEBRATION!. Ballot vote of 6 to 5 that CELEBRATION! won.

New Business:

1. Ribbon Cutting:

a. We will be doing a ribbon cutting on July 2nd at 2:30pm for Ne Pasture Door in Merna. Stephanie will send out an email to find out how many Board members will be available for this date. (Stephanie contacted Cynthia Huhman to confirm the time. This will work well.)

2. Budget:

a. Carol addressed the 2021 Budget vs. Actual that was presented to the board. The Chamber is right on target as far as this goes. Stephanie added to the conversation regarding monthly being different early on due to the change in Annual Banquet date. There were no questions at this time from the Board members

3. By-Laws:

a. The Executive Board has been concerned for the past couple months regarding Board members that have missed several consecutive meetings.

The By-Laws state: Article 8 Section 1:

Any Director who cannot attend a meeting must notify the President or Executive Director prior to the meeting. Any Director, who shall not have attended three consecutive regular meetings, shall come

before the Board to explain absences. Two-thirds of the entire Board of Directors must vote to approve the removal of a Board Member.

Vedah will reach out to the member and request an appearance at the next Board Meeting to resolve the current situation.

b. Chairman & Co-Chairs – At the first yearly meeting committees are created for different events or program of work per the By-Laws. Unfortunately, the Board did not get this done. Stephanie has been leading all of the events both Chamber only and Retail. Vedah F. asked to remedy this by getting Chairs & Co-Chairs for the remainder of the 2021 Events.

Event Chair & Co-Chairs:

Men's & Women's Steak Fry's – Vedah F. & Michaela B.

Pep Rally – Levi F. & Gavin H.

Trunk or Treat – Gavin H. & Levi F.

Festival Of Lights – Joan J. & Michelle N.

Stephanie will help with all these events. The Chairs will run the meetings and work with volunteers.

4. Executive Director Hiring:

a. The Board went into closed session to discuss the Executive Director position. They will alert Stephanie to the time of meeting adjournment.

Motion was made by Gavin H and seconded by Levi F to adjourn the meeting. With no further business to discuss the meeting was adjourned.

Meeting Adjourned: 5:20pm

Next Meeting: Wed July 28th, 2021 4pm

Respectfully Submitted: Stephanie Grafel, Administrative Assistant