

Broken Bow Chamber of Commerce
Regular Board Meeting
January 22nd, 2020

Present: Travis Barker, Lauren Long, Shantel Daake, Eric Zimbelman, Michelle Nelson, Michaela Bissonette, Gavin Higgins, Levi French, Darren Tobey, Rod Sonnichsen, Deb Kennedy, Joni Kaczanowski

Absent: Andrew Ambriz, Sara Arnold, Morgan Olson

Call to Order: 12:03 pm

1. Minutes

- a. Motion to approve December minutes made by Darren, second by Lauren, all in favor, none opposed.

2. Financial Report

- a. Shantel briefly discussed a few items on the Financial Report, including the changes to the Tourism Grant and dues income this year.
- b. Eric asked about payroll expense not showing on the report. Deb explained that the first payroll expense of 2020 had not been entered into Quickbooks at the time the report was printed.
- c. Motion to approve Financial Report made by Lauren, second by Darren, all in favor, none opposed.

3. Committee Reports

- a. Retail & Marketing
 - i. Deb provided a brief overview of the latest Retail & Marketing Meeting, including the upcoming Love Local promotion.
- b. Events
 - i. Updates were provided on the Annual Banquet and everyone signed up to help for the evening.
 - ii. The Board was asked to approve a Chamber Volunteer of the Year that will be awarded at the Banquet.
 - iii. Darren made a motion to allow Deb & Joni to choose this person/organization since they know first-hand who helps out the most, second by Gavin, all in favor, none opposed. Winner will be announced and awarded at the Banquet.
 - iv. The sign-up sheet for committee volunteers was passed around.

4. New Mayor Introduction & Remarks

- a. Rod Sonnichsen introduced himself and spoke to the group about the process he is taking in his new role as Mayor of Broken Bow. He welcomed any questions and stated his hopes to strengthen the partnership of the City and the Chamber.

5. Tourism Grant Update with Rick Maas & Lance Bristol

- a. Not present.

6. 2020 Officer Elections & Vote

- a. President
 - i. Eric was nominated by Andrew (via written letter).
 - ii. Andrew was nominated by Eric (Andrew declined via phone call).
 - iii. Motion by Darren to approve Eric Zimbelman as President, second by Michelle, all in favor, none opposed.
- b. Vice President
 - i. Levi was nominated by Travis & Andrew (via written letter).

- ii. Motion by Lauren to approve Levi French as Vice President, second by Michelle, all in favor, none opposed.
- c. Treasurer
 - i. Shantel was nominated by Michelle (Shantel declined).
 - ii. Michaela was nominated by Travis.
 - iii. Motion by Darren to approve Michaela Bissonette as Treasurer, second by Lauren, all in favor, none opposed.

7. NSB Signature Changes

- a. The Chamber has been notified by Nebraska State Bank that they will no longer require or monitor Dual Signatures on checks.
- b. Travis recommended that the Chamber continues with the Dual Signature procedure.
- c. Motion by Travis to continue requiring 2 signatures on all checks even though this will not be monitored by NSB, second by Lauren, all in favor, none opposed.

8. Lease Agreement

- a. Deb emailed the Board the Lease Agreement for their prior review.
- b. Luke Rickertsen of Flatwater Bank will be meeting with the Chamber staff tomorrow (1/23/20) to answer questions and pick up the signed lease.
- c. Motion to approve the lease agreement by Darren, second by Levi, all in favor, none opposed.

9. Additional Communication

- a. The State Chamber is hosting Legislative Updates via video conference call each Monday at 3 pm. Everyone is welcome to attend to watch and Deb will investigate how to share the link.
 - i. Two legislative bills to note are LB305 & LB266
- b. There is a Ribbon Cutting tomorrow at 4 pm for Jones Group in Ansley.
- c. Travis made a motion to allow Board Members to "attend" Board Meetings by calling in, second by Levi, all in favor, none opposed. This change will be added to the by-laws.
- d. A Board Retreat needs to be scheduled by the end of February/first part of March.
 - i. Deb will compile a Doodle poll to help the group decide on a date.

Updates from Ex-Officio Members

- 1. CEDC-not present.
- 2. City of Broken Bow-Rod spoke previously.
- 3. Board of Supervisors-not present.

No closed session was held.

Meeting adjourned: 1:14 pm.

See Special Meeting Minutes (1/29/2020) below.

Broken Bow Chamber of Commerce
Special Meeting
January 29th, 2020

Present: Michaela Bissonette, Michelle Nelson, Andrew Ambriz, Gavin Higgins, Eric Zimbelman, Travis Barker, Lauren Long, Morgan Olson, Deb Kennedy, Joni Kaczanowski

Call to order: 4:47 pm

By-Laws Update

- Motion by Eric to amend the clause in the By-Laws that states "Upon the removal or resignation of any officer, *except the President*, the Board of Directors shall fill the office by appointment of the Board. Such appointed officer shall complete the un-expired term of office." to read "Upon the removal or resignation of any officer (*President, Vice President, or Treasurer*) the Board of Directors shall fill the office by appointment of the Board. Such appointed officer shall complete the un-expired term of office."
- Second by Michaela, all in favor, none opposed.

Election of President & Vice President

- After discussion, Andrew nominated Levi for the position of President, second by Michaela, all in favor, none opposed. Levi French accepted the position of President.
- After discussion, Eric nominated Lauren for the position of Vice President, second by Michaela, all in favor, none opposed.
- After discussion, Travis nominated Gavin for the position of Vice President, second by Michelle, all in favor, none opposed.
- Written voting took place, the votes were tallied by Levi and Deb, and Levi announced that Gavin received the most votes. Gavin Higgins accepted the position of Vice President.

Treasurer & Past President

- Michaela Bissonette will remain the Treasurer as determined at the Regular Board Meeting held on January 22nd and Travis Barker will assume the position of Past President.

Meeting adjourned: 5:10 pm