

**Broken Bow Chamber of Commerce Board Meeting
February 28, 2018**

Present: Mike Hunsberger, Travis Barker, Logan Girardin, Jeremiah Luebbe, Lauren Long, Eric Zimbleman, Abby Hilkemeier, Deb Kennedy

Absent: Melissa Garcia, Shantel Daake, Don Paris, Tammy Schall

Meeting opened at 12:06 pm

Call to Order

1. February Minutes
 - a. Motion by Jeremiah to approve, Seconded by Mike, approved by unanimous vote.

Committee Reports

1. Education
 - a. Tom Bailey is official off the Board. Discussion about the Education committee. Tabled what it will look like going forward pending the appointment of the new Superintendent to the Board.
2. Events
 - a. Easter Egg Hunt.
 - i. We will provide Crossing Guards for the event – 6-8 volunteers needed. Deb will call banks, CC Foundations, etc to line up more volunteers.
 - ii. Did not get much buy in for the games after the event.
 - iii. 30 businesses are participating.
3. Retail & Marketing
 - a. First Meeting there were 12 attendees. Conversation after the fact has overall been positive.
 - b. Will take a little while to get everyone on the same page.
 - c. Was a great opportunity to talk about the events coming up over the next 6-8 months.
4. Tourism & Accommodations
 - a. First meeting is tentatively set up for the 2nd Monday in April (April 9th)
 - b. Invitations, etc will go out the 1st week of April
5. Directory
 - a. Printer deadline for set up is mid-April. Final approval end of April for mid-May Swap.
 - b. Have a few spaces still to fill for ads.
6. Market on the Square/Third Thursday
 - a. Conversation about merging with the Directory Committee – tabled for clarification of expectations for the committee
 - b. Market on the Square will be every Thursday. Vendor packets are nearly complete.
 - c. Third Thursday will kick off May 17th. Several entertainments options have been contacted.

Old Business

1. Debit Account
 - i. The Debit Account is in process at Nebraska State Bank.
 - ii. Mike made a motion that account will carry the Executive Committee names (Melissa Garcia, President; Travis Barker, Vice President; Shantel Daake, Treasurer) with 1 Debit Card allocated to the Executive Director (Deb Kennedy) for incidental expenses (Facebook boosts or online orders). Abby seconded the motion. All approved by vote. Motion Passed.
 - iii. The account will be reconciled once a month to determine replenishment which will be authorized by Executive Committee.

New Business

1. Insurance
 - a. Discussion regarding insurance to protect the Board with Insured Person & Organization Coverage
 - i. Insured Person and Organization (D&O) Coverage would protect the Board, Officers & Executive Director
 1. Jeremiah made a motion to seek the \$1M coverage at the premium amount of \$130. The motion was seconded by Eric. All in Favor. Motion Passed.

- ii. Employment Practices (EPL) would protect the Chamber from future legal issues with employees, including harassment issues
 1. Mike made a motion to seek the \$500,000 coverage at the premium amount of \$743. The motion was seconded by Jeremiah. All in Favor. Motion Passed.

Upcoming Meetings (All at Noon at the Chamber Office)

Tourism & Accommodations, Monday, April 9th

Education Meeting, Cancelled in April

Events Committee Meeting, Wednesday, April 11th

Retail & Marketing Committee Meeting – Tuesday, April 17th

Executive Board Meeting – Friday, April 20th

Regular Board Meeting – Wednesday, April 25th

Meeting adjourned approximately 1:10 pm.