

**Broken Bow Chamber of Commerce
Board of Directors Meeting
November 21, 2018**

Present: Melissa Garcia, Travis Barker, Shantel Daake, Lauren Long, Abby Hilkemeier, Eric Zimbelman, Jeremiah Luebbe, Michelle Nelson, Darren Tobey, Deb Kennedy, Joni Kaczanowski

Absent: Don Paris, Mike Hunsberger, Logan Girardin, Tammy Schall

Call to order 12:00 pm.

1. Approval of October Minutes

- a. Motion by Jeremiah, second by Shantel, all in favor, none opposed.

2. Financial Report

- a. Shantel reported that the financials are in good shape going into 2019. Financial report approval motion by Jeremiah, second by Travis, all in favor, none opposed.
- b. The 2019 budget draft has been put together in advance to give board members a chance to review before the December meeting. Melissa reminded the group that breaking even is the goal of the budget.
- c. Discussion was held about investing additional money into CD's, etc. No action taken.

Committee Reports

1. Events

- a. Review of Chamber Events: the Board reviewed each Chamber event and determined which events are considered beneficial to our team members and community.
 - i. The City Wide Clean-Up was removed from the Chamber's list of events. Motion by Travis, second by Jeremiah, all in favor, none opposed.
 - ii. The September Color Run was also removed with discussion to focus on one run/walk in July (Crazy Days). Motion by Lauren, second by Shantel, all in favor, none opposed.
 - iii. Discussion was held about collaborating with the Fairgrounds/Ag Society to create a Home/Farm Show in March or April.
 - iv. The River City Round-Up has already been removed from the list of events.
- b. Upcoming
 - i. Black Friday/Small Business Saturday: 12 businesses have signed up with special hours/sales.
 - ii. Hometown Holiday Week: Only a few businesses have informed the Chamber of special deals for the week. There will be an ad banner in the Chief next week.
 - iii. Festival of Lights: Despite possible weather conditions, the Festival of Lights will continue on Monday 11/26 as planned.
 - iv. Christmas Bucks: 32 businesses have signed up. The Christmas Bucks Campaign begins on Monday 11/26.
 - v. Business After Hours: The Chamber will host an Ugly Sweater Business After Hours on December 6th from 5-7 pm to welcome new Board Members and to thank the Board Members who will be completing their terms.
 - vi. Annual Banquet: 73 tickets have been sold and the menu was decided at the last Events Committee meeting. We have \$1600 in corporate sponsorships and will have Husker tickets to raffle as well.

2. Retail & Marketing Committee

- a. Recap Discussion
 - i. Last meeting had great attendance

- ii. Discussion was held about a possible January/February Punch Card Promotion to encourage local shopping after the Holiday season. There would be multiple winners, including a Valentine's Day evening meal. The idea went over well with the group.
 - b. Next meeting December 18th at 8:30 am.
- 3. Tourism & Accommodations Committee**
- a. Group meets quarterly. Next meeting is January 14th at Noon.

Old Business

- 1. Update on End of the Year Membership Statements
 - a. Over half have been paid
- 2. Update on Directory changes
 - a. Members have been returning their directory update sheets with membership dues

New Business

- 1. Board of Directors starting 2019
 - a. Will need a new appointment on the December agenda for voting to replace Brent Clark.
- 2. Tourism Grants
 - a. Both grants were approved.

Closed session was held.

- 1. Discussion to offer Health Insurance to the Chamber staff members (coverage for spouse not offered).
 - a. The New York Life plan was chosen to begin in 2019. Motion by Jeremiah, second by Lauren, all in favor, none opposed.
- 2. Discussion about Joni starting 5 days per week in December. Motion by Lauren, second by Jeremiah, all in favor, none opposed.

Meeting adjourned at 1:15 pm.