**Cut Bank Area Chamber of Commerce Minutes**

**May 2nd, 2018, Regular Monthly Meeting**

**Cut Bank Chamber Office – Noon**

**Directors Present:** Ric Beals, Michelle Nygaard, Jessica Waldner, Stephanie Eney, Bryan Simons, Pat Murphy, Kristi Rowell, Calcie Stubbs

**Executive Director:** Amy Overstreet

**Directors Absent:** Jeff Billman (Excused), Don Grubb (Excused) Ryan Eney (Excused)

**Bookkeeper:** Todd Eney (Not Present)

**Office Assistant:** Erin Kittson

**Guests Attending:** Brenda Schilling (Port Authority)

**Regular Business:** The meeting was called to order by President Ric Beals. The minutes from the April 11th meeting were presented for approval. Calcie Stubbs made the motion to accept and Michelle Nygaard seconded the motion. Being no further discussion, the minutes were approved.

The financial reports from March 2018 were reviewed. See attached.

Balances’ were reported as follows: Chamber Checking Account $18,078.98; Economic Development Checking Account $6,002.83; Gift Certificate Account $1,391.41; Buckle Account $7,463.99.

Amy noted that there is some numbers that will change after all banquet checks go through. After reviewing financials, Calcie made the motion to accept the March financials with Michelle seconding the motion. Being no further discussion, the financials were approved.

**Old Business**

**Mercantile Update:** Amy updated that she had just sent Mike Kittson with the county an email. She encouraged progress with the Mercantile project to get it moving again. She also updated that the sculptures built in Great Falls were finished at the artist billed us $5,000.00, Todd was getting a cashier’s check.

**Final Membership Drive Update:** Michelle said current membership numbers are at 181 as of today, we have gained a few since our last meeting but there probably will not be much progress past this point.

**Banquet Recap:** Amy and Jess said that everything went great and the banquet was a huge success. Ric noted that he had just recently seen the “Citizens of the Year” and they were still beaming and thankful for the recognition. Other board members noted that there were many compliments on the food and decoration. There was not a final money count with some things still being outstanding; Amy will make sure that gets updated for the next meeting.

**2017 Financial Audit by Utterback Accounting:** Tabled

**Lewis & Clark Festival Update:** Ric noted that nothing has changed since the last meeting.

**Discuss & Approve CB Hawkwatch Funding Request:** Ric read the directors an update email that had been sent from the Hawkwatch crew earlier this week. It updated that they had raised some money towards there $3,000.00 goal, but were still falling about $800 short. The board came to a general consensus that maybe this is not in our best interest at this time to support this particular funding request. Amy is going to send them an email to let them know it is not in our budget at this time.

**Golf Tournament Update:** There was not really any update on this without Jeff or Don present. Amy noted that if they are still thinking of having the tournament in June, that we need to get the sponsorship letters sent out in a few weeks. Jess said she should call Don since Jeff is on vacation and Don will work to get a date locked down.

**Holiday Bazaar Update:** Amy and Erin recently sent out the save the dates for this event, it is going to be held November 10th.

**New Business**

**VIC Training, Staffing, & Wage Approval:** Amy said the official opening date for the visitors center will be May 25th. We received just under a $3,000.00 grant to help with staffing and the grant mandated customer service training will be held Monday May 14th from 4-7pm.

**Assistance for Business Clinic:** Amy said this is a great opportunity for our community and there is a few registered already. The chamber is donating the food for this clinic, but the Chamber will receive the registration fees. She also noted this clinic counts towards a continuing education credit if we know anyone who might be interested to let them know.

**Business Appreciation Days:** Pat said this is still right on track and he is going to double check with Jeff on the dates for each town. Amy mentioned the tribe had suggested having the Browning leg at the Veteran’s Park instead of Stampede Park. Amy will follow up with the BAD committee to pass on this information.

**It Fits Lease Renewal:** Amy presented that It Fits currently pays us $400.00 per month on a yearly lease, which is up at the end of this month. Calcie made the motion to renew her lease and leave rent at the same price, Pat seconded the motion. After no further discussion, the motion was approved.

**Shakespeare in the Park:** Michelle said the date is set for August 1st at the City Park. The play this year is going to be Othello. Michelle has been working on this event and sent in information for the free posters. She is also planning to call Juanita and make sure she isn’t forgetting anything.

**EPA Brownsfields Clean Up Final Report:** Amy informed the board and public that the cleanup is officially completed, and she is going to be working with Newfields over the next few weeks, to put together the final cleanup report. We had to borrow $6,000.00 out of the operating account to finish this project which will be paid back as funds are available. She also noted that we would be able to do a buy/sell agreement if it came upon us but are not able to sell outright until everything is completely wrapped up.

**Reminders:**

• Customer Service Training – Chamber Office, May 14th, 4pm

• Chamber Up – Billmans True Value, May 15th, 5:30 – 7

• June Board Meeting – Chamber office, June 6th, 12 -1

With no further business, the meeting was adjourned.

**Jessica Waldner**

**Secretary/Director**