

Fairview & District Chamber of Commerce
Regular Board of Directors Meeting
Noon, December 16, 2021
Town of Fairview Council Chambers



Current Executive

President - Carri-Anne Kehler

Vice President - Warren Murray

2nd Vice President - Markus Lovsin

Secretary/Treasurer - Lenny Basnett

In Attendance: Carri-Anne Kehler, Pauline Lyman, Kathy-Jo Kehler, Warren Murray, Markus Lovsin, Laura Ball, Riley Buker, Nicole Heck (12:12)

Absent: Amanda Golob, Leah Fox, Kim Fix, John Przybylski, Brent Dechant, Lenny Basnett

1. Welcome / Call to Order

Carri-Anne Kehler called the meeting to order at 12:09

2. Additions to / Approval of Agenda

Motion by Laura Ball to accept the agenda as presented; Carried

3. Consent Agenda

3.1. Approval of Minutes - November 18, 2021

3.2. Reports - Received for Information

3.2.1. Financial Reports

- Reviewed
- New Budget to be presented at January meeting

3.2.2. Chamber Manager's Report

- Nicole Heck has agreed to be the Fairview Chamber Representative on the Economic Development Committee, and will present reports at the Fairview Chamber board meetings.

3.2.3. Town of Fairview Advisor's Report

- Absent

3.2.4. MD of Fairview Advisor's Report

- Absent

3.2.5. GPRC Advisor's Report

- Officially announced that as they move into the polytechnic status, the name will transition to North Western Polytechnic.
- Some internal reorganization will take place to align better with the polytechnic type approach.
- Currently two active campuses (Fairview & Grande Prairie)

Motion by Markus Lovsin to accept the Consent agenda as presented; Carried

4. Projects and Events

4.1. Passport to Christmas/Moonlight Madness

- Retailers were pleased with their sales, though not as good as last year due to Covid restrictions causing people to not travel out of town to shop last year.
- People were disappointed that the Drug Stores were closed on the first Moonlight Madness.

- Passport to Christmas was only 5 weeks this year due to scheduling and ended December 15 2021

4.2. Christmas Carnival & Parade

- Parade was held on a Saturday morning as a separate event from Moonlight Madness
- Parade time had a mixture of opinions as to whether it should be held in the morning or evening.
- Some businesses could not participate in the parade due to being held during business hours.
- Santa pictures were booked Online, but not enough time was allotted per child and no one was in place to confirm booking times and manage walkins, which resulted in some long wait times.
- Santa pictures and the Indoor Carnival Games were hit the hardest right after the parade.
- Bonfire, Wagon Rides and the Little Chippers were very well received.

4.3. Membership Renewals

- Currently working on Membership Renewals
- New Online Membership/Renewal Form was created.
- New Membership Certificates will be redone every year. Renewing members will review their form for changes and will not have to complete a new form each year
- Discussion to make Chamber membership decals that members can hang on their door.

5. New Members for Approval

- 5.1. Therapeutic Massage by Jewel Basnett, RMT

Motion by Laura Ball to approve Therapeutic Massage By Jewel Basnett, RMT for membership to The Fairview & District Chamber of Commerce; Carried.

6. Unfinished Business

- 6.1. None

7. New Business

- 7.1. None

8. Policies & Procedures

8.1. Office Closures

- Amendments were made as per discussed. See attached.

Motion by Nicole Heck to approve the Office Closure Policy; carried.

8.2. Personal Vehicle Reimbursement

- See Attached.

Motion by Riley Buker to approve the Personal Vehicle Reimbursement Policy as presented/listed; carried.

9. Adjournment

Meeting was adjourned by Carri-Anne Kehler at 12:48.

10. Roundtable

11. Action Items

<u>Action</u>	<u>Person Responsible</u>	<u>Completion Target Date</u>	<u>Status</u>