



Fairview & District Chamber of Commerce
Regular Board of Directors Meeting
Noon, Wednesday July 22 2020
Town of Fairview Council Chambers

Current Executive

President - Carri-Anne Kehler

Vice President - Warren Murray

2nd Vice President - Markus Lovsin

Treasurer - Lenny Basnett

In Attendance: Lenny Basnett (Royal LePage), Carri-Anne Kehler (Midnight Glass), James Adams (MD of Fairview), Markus Lovsin (Freson Bros), Warren Murray (Warren's Automotive), Kathy-Jo Kehler (Fairview Chamber)

Absent: Lynn Johnson (Tee-Jays Mechanical), Myles Campbell (Campbell Chrysler), Jeff Johnston (Town of Fairview), Kim Fix (Kimberly's Blooms), Leah Fox (Brave Culture)

1. **Welcome / Call to Order**

Carri-Anne Kehler called the meeting to order at 12:04 pm

2. **Consent Agenda**

Motion by Markus Lovsin to accept the agenda as presented; Seconded by James Adams; Carried unanimously

3. **Approval of Minutes** - June 24 2020

Motion by Jeff Johnston to approve the minutes of the June 24 2020 meeting as presented; Seconded by Warren Murray; Carried unanimously

4. **Reports**

4.1. **Financials / Treasurer's Report (Lenny Basnett)**

Received for Information

4.2. **Chamber Reports**

4.2.1. **Members**

Current membership is 85 members.

Received for Information

4.3. **Highway Signs**

Have removed Royal Lepage and hung Miramichi House Bed and Breakfast

Need to Remove Warren's Automotive and Hang Rigler Law when ready

Received for Information

4.4. **Vacant Director Position**

Discussion

5. **Unfinished Business**

5.1. **Hiring Committee**

Motion by Warren Murray to post/advertise a position within the Fairview & District Chamber of Commerce for a Chamber Manager as a part-time position with a minimum of 28 hours per week with wages to be negotiated.

Seconded by Kim Fix; Carried unanimously.



Motion by Jeff Johnston to post/advertise a position within the Fairview & District Chamber of Commerce for an Office/CERC Administrator as a part-time position with a minimum of 28 hours per week with wages to be negotiated. Seconded by Warren Murray; Carried unanimously.

5.2. Website - Motion to Table to next directors meeting by Jeff Johston; Seconded by Kim Fix; Tabled

5.3. Office Hours - COVID19 - Motion by Markus Lovsin to maintain current hours of operation; Seconded by Warren Murray; Carried Unanimously

6. New Business

6.1. Signing Authority

Motion by Markus Lovsin to add Warren Murray as a signing authority on the Fairview & District Chamber of Commerce bank accounts held at the RBC in Fairview, AB; Seconded James Adams; Carried unanimously

6.2. Board Meeting dates / time

Motion by James Adams to hold regular Board meetings on the 3rd Wednesday of the Month @ noon; Seconded by Jeff Johnston; Carried unanimously

6.3. Email Addresses

Motion by Warren Murray to create new email addresses for the Chamber to better reflect the new positions to be hired; Seconded by Jeff Johnston; carried unanimously

- Suggested manager@fairviewchamber.com and office@fairviewchamber.com

6.4. Consent Agenda

Motion by Markus Lovsin to move to a consent agenda for future Chamber of Commerce meetings; Seconded by Warren Murray; carried unanimously

6.5. Online/Credit Card Payments

Jeff Johnston and Warren Murray will look into options and costs

6.6. Policies & Procedures

Markus to set and arrange a date that works with the majority in the near future to get the employee policies and procedures approved and in place

7. Adjournment

Motion to adjourn meeting by Jeff Johnston; Seconded by James Adams; Carried unanimously

Meeting was adjourned at 1:05 pm

8. Roundtable