



**Fairview & District Chamber of Commerce
Regular Board of Directors Meeting
Noon, August 26, 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: Lenny Basnett, Kim Fix, Pauline Lyman, James Adams, Leah Fox, Warren Murray, Markus Lovsin., Jenna Armstrong, Laura Ball

Absent: Brent Dechant, Riley Buker, Carri-Anne Kehler, Nicole Heck, Kathy-Jo Kehler

1. Welcome / Call to Order

Warren Murray called the meeting to order at 12:03pm

2. Additions to / Approval of Agenda

Motion by James Adams to accept the agenda as presented; Carried

3. Consent Agenda

Approval of Minutes - July 15, 2021

Reports - Received for Information

3.1.1. Financial Report

- Reviewed.
- Previous year comparisons to be added to the YTD budget next year.

3.1.2. Managers Report

- Unchaga lanes are in need of a new roof and with financial struggles since COVID closures, requested assistance. Sent information about a \$20,000 Contest Grant funded by Puralator and had it shared with the community to nominate him.
- August 28th - Show & Shine & Street Dance. Encouraged downtown businesses to participate in some way.
- Canada Shop Local Grant opportunity \$180 per member - present & discuss shop local ideas/programs next meeting.

3.1.3. Town of Fairview Advisor's Report

- 102 st construction taking longer than anticipated

3.1.4. MD of Fairview Advisor's Report

- Nothing to Report

3.1.5. GPRC Advisor's Report

- Absent

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

4. Projects and Events

Farmers & Merchants Golf

- Event was a success and well received by all attendees, profiting \$15,897.
- Ignite raised \$2,500.

- Feedback to address for next year
 - Ran too late - start at 11 am next year.
 - Minors in attendance drinking on the course. Need to bring this to Golf Clubs attention, may need to create a waiver or organize extra precautions to address the issue.
 - Hole-In-One sponsors will need to be responsible for providing their own spotters.
 - Reiterate to the Golf Club not to take registrations.
 - Other minor adjustments to the event, Pauline to complete a post event as reference for next year.

4.2 Chamber Spotlight

- No progress, need to focus on it in September to get launched, along with networking social events.

4.3 Small Business Week (Oct 18-22) - Business Awards (Oct 22)

- Discussion from last year's post event resumed regarding potentially only having members eligible for awards. Pauline polled other Chambers and the majority included all businesses. Decision was made to keep awards open to all businesses.
- Use Business Awards to focus on membership and bring awareness to the Chamber and its efforts

4.4 Indus Travel

- Have not proceeded with at this time.

5. Unfinished Business

None

6. New Business

6.1. New Members for Approval

- Tim Hortons

Motion by Lenny Basnett to approve Tim Hortons for membership to the Fairview & District Chamber of Commerce; Carried.

6.2 Glow Ball Tournament

- Rotary no longer would like to host and would like to pass it onto the Chamber.
- Set event date for Friday September 24th, 2021.

Motion by Laura Ball to approve the Fairview & District Chamber of Commerce to host a Glow Ball Tournament; Carried.

6.3 Business Scavenger Hunt - Harvest Festival Sat Sept 18

- Missed on agenda, not discussed

7. Policies & Procedures

7.1 Personnel Roles & Operational Policies

- 7.1.1 Authorization of additional hours of work
- 7.1.2 Vacation days and Time off
- 7.1.3 Sick Days

Motion by Lenny Basnett to table Policies & Procedures until next meeting; Carried.

8. Closed Session - Staffing

Motion by Markus Lovsin to go into closed session at 12:47pm; carried

Motion by Kim Fix to come out of closed session at 12:58 pm; carried

7. Adjournment

Meeting was adjourned by Warren Murray at 1:00 pm

8. **Roundtable**

Concerns about the potential of mandated proof of vaccination to access non essential businesses.

9. **Action Items**

<u>Action</u>	<u>Person Responsible</u>	<u>Completion Target Date</u>	<u>Status</u>
Policy Manual	Board		Ongoing