

Fairview & District Chamber of Commerce
Regular Board of Directors Meeting
Noon, September 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, Nicole Heck, Warren Murray, Laura Ball, Riley Buker

Phone In: Markus Lovsin (12:08)

Absent: Lenny Basnett, Brent Dechant, James Adams, Jenna Armstrong, Leah Fox, Kim Fix

1. Welcome / Call to Order

Carri-Anne Kehler called the meeting to order at 12.02pm

2. Additions to / Approval of Agenda

- **Additions**
 - **6.3 Chamber Office Operations**

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

3. Consent Agenda

3.1. Approval of Minutes - August 26, 2021

3.2. Reports - Received for Information

3.2.1. Financial Report

- Presented by Chamber Manager for board review

3.2.2. Chamber Manager's Report

- Touching base with Restaurant owners regarding moving forward with the the new Covid Restriction Exemption Program announcement

Town of Fairview Advisor's Report

- Absent

3.2.3. MD of Fairview Advisor's Report

- Absent

3.2.4. GPRC Advisor's Report

- Acting VPAR has been announced as the full-time VPAR
- New President will be stepping in as of November.
- Will not need to revise current Covid restrictions in place to be compliant with the new restriction announcement

Motion by Warren Murray to accept the Consent agenda as presented; Carried

4. Projects and Events

4.1. Glow Ball Tournament

- Sold Out
- Consultation with the Golf Course Manager needed to determine whether the event will be hosted strictly outside or under the Restriction Exception Program.

4.2. Small Business Week (Oct 18-22)- Business Awards (Oct 22)

- Business awards nominations have been launched online
- Posters and paper nomination forms are available by request for businesses who wish to display
- Paper Nomination forms must be submitted or emailed to the Chamber Office directly.
- Considering hosting a pancake breakfast for members only.
- Discussion to host the Business Awards Gala both in person and online due to new restrictions, if feasible

4.3. Municipal Debate

- Will be held October 6,2021.
- Discussion to host via Facebook Live

5. **Unfinished Business**

5.1. **Business Scavenger Hunt - Harvest Festival Sat, Sept 18**

- The Chamber has offered to give a prize if one is required.

6. **New Business**

6.1. **New Members for Approval**

- Peace Country Beef & Forage Association

Motion by Warren Murray to approve Peace Country Beef & Forage Association for membership to The Fairview & District Chamber of Commerce; carried unanimously.

- Hines Creek Hotel

Motion by Warren Murray to approve Hines Creek Hotel for membership to The Fairview & District Chamber of Commerce; carried unanimously.

Laura Ball Left the meeting at 1:00pm

6.2. **Company Cell phone**

Motion by Nicole Heck to table Company Cell phone until the next meeting; carried unanimously

6.3. **Chamber Office operations**

Motion by Markus Lovsin to table Chamber Office operations until the next meeting; carried unanimously

7. **Policies & Procedures**

7.1. **Personal 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 Warren Murray to table Policies & Procedures until the next meeting; carried unanimously

8. **Adjournment**

Meeting was adjourned by Carri-Anne Kehler at 1:03pm

9. **Roundtable**

- None

10. Action Items

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