

**Fairview & District Chamber of Commerce**  
**Regular Board of Directors Meeting**  
**Noon, November 18, 2021**  
**Town of Fairview Council Chambers**



*Current Executive*

*President - Carri-Anne Kehler*

*Vice President - Warren Murray*

*2<sup>nd</sup> Vice President - Markus Lovsin*

*Secretary/Treasurer - Lenny Basnett*

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**In Attendance:** Carri-Anne Kehler, Pauline Lyman, Kathy-Jo Kehler, John Przybylski, Warren Murray, Riley Buker, Kim Fix, Lenny Basnett, Nicole Heck, Markus Lovsin, Laura Ball (12:16)

**Call-In:** Brent Dechant

**Absent:** Amanda Golob

### **1. Welcome / Call to Order**

Carri-Anne Kehler called the meeting to order at 12.04pm

### **2. Additions to / Approval of Agenda**

**Motion by Riley Buker to accept the agenda as presented; Carried**

### **3. Board of Directors**

#### **3.1. Appointed MD of Fairview Advisor**

**Motion by Markus Lovsin to approve John Prybylski as the MD of Fairview Advisor for the Fairview & District Chamber Of Commerce; Carried.**

#### **3.2. Appointed Town of Fairview Advisor**

**Motion by Warren Murray to approve Amanda Golob as the Town of Fairview Advisor for the Fairview & District Chamber of Commerce; Carried.**

### **4. Consent Agenda**

#### **4.1. Approval of Minutes - October 14, 2021**

#### **4.2. Reports - Received for Information**

##### **4.2.1. Financial Report and Budget**

- Reviewed
- Budget will exceed expectations positively

##### **4.2.2. Chamber Manager's Report**

- Nothing outside of projects & events

##### **4.2.3. Town Of Fairview Advisor's Report**

- Absent

##### **4.2.4. MD of Fairview Advisor's Report**

- Urban Convention is presently being held in Edmonton
- RMA Convention will be held next week in Edmonton

#### 4.2.5. GPRC Advisor's Report

- New President Justin Kohlman officially took office on November 2, 2021
- Starting January, GPRC is going to institute a mandatory vaccine requirement for all students, staff and faculty. They are working hard at communicating this in a timely manner to allow time for adjustments.

**Motion by Kim Fix to accept the Consent Agenda as presented; Carried**

### 5. Projects and Events

#### 5.1. Small Business Week/Business Awards Gala

- The Future Entrepreneur Art Contest was well received.
- The Online Shop Local Contest, on Facebook, did not get a lot of participation.
- Gala Awards Night was a success.
- Recommendation was made that nominees be given time to prepare for video answers and those video's be used in the judging process.

#### 5.2. Passport to Christmas/Moonlight Madness

- Passport to Christmas has launched.
- Passport participant fee was adjusted to one rate for all businesses, because the advertising opportunity is the same for all participants no matter the size of business.
- Moonlight Madness & Moonlight Madness Take 2 will be advertised in both the Post and on Radio.
- Vendor Market is up to 18 participants.

#### 5.3. Christmas Carnival & Parade

- Events will be held on December 4, starting with the Parade at 11:00am.
- Waiting for approval to hold the Parade on Main Street.
- Santa will be Covid tested before the day of pictures.
- Pictures will be booked online in 30 minute time slots.
- MD & Town of Fairview will be hosting an ice sculpture event.
- Looking into having wagon rides available.
- In talks to have a kids shopping event at the Great Canadian Dollar Store.
- Carnival Games will be set up at the Legion, hosted by Westside Church.

### 6. New Members for Approval

#### 6.1. Dairy Queen

**Motion by Markus Lovsin to approve Dairy Queen for membership to The Fairview & District Chamber of Commerce; Carried**

### 7. Unfinished Business

#### 7.1. None

### 8. New Business

#### 8.1. 2022 Membership fees

**Motion by Brent Dechant to leave the 2022 Membership Fees the same as 2021; Carried.**

## 8.2. 2022 Highway Sign Lease fees

**Motion by Brent Dechant to leave the 2022 Highway Sign Lease Fees the same as 2021; Carried.**

## 8.3. Fuel Allowance

- Discussion

## 9. Closed Session

**Motion by Riley Buker to go into Closed Session at 12:48pm**

**Motion by Markus Lovsin to come out of closed session at 1:02pm**

**Motion by Kim Fix to start paying Chamber Staff for mileage on a monthly basis at a rate of 50 cents per km as submitted on employee Mileage & Expense form; Carried.**

## 10. Policies & Procedures

### 10.1. Office Closures

- Office statutory holidays will follow Provincial Statutory Holiday schedule.
- President will make changes and present revised policy at the next meeting.

### 10.2. Personal Device Allowance

- Changed wording from Personal Device Stipend to Personal Device Allowance.
- Revised Policy was reviewed

**Motion by Warren Murray to approve the Personal Device Allowance; Carried**

## 11. Adjournment

**Motion by Markus Lovsin to adjourn the meeting.**

**Meeting was adjourned by Carri-Anne Kehler at 1:14pm**

## 12. Roundtable

- None

## 13. Action Items

<u>Action</u>	<u>Person Responsible</u>	<u>Completion Target Date</u>	<u>Status</u>
Revise Office Closures Policy	Carri-Anne Kehler	Dec 16 2021	New