

Fairview & District Chamber of Commerce
Regular Board of Directors Meeting
5 members = Quorum
6:00pm, Thursday, April 20, 2023
Town of Fairview Council Chambers



Current Executive

Chair - Carri-Anne Kehler

Vice Chair - Warren Murray

2nd Vice Chair - Markus Lovsin

Secretary/Treasurer - Laura Ball

In Attendance: Carri-Anne Kehler, Cathy Few, John Przybylski, Michelle Stam, Warren Murray, Laura Ball, Wole Aina, Erin MacDonald- Kramer, Pauline Lyman , Late: Nicole Heck

Absent: Kathy-Jo Kehler, Markus Lovsin, Paul Buck, Riley Buker

1. Welcome / Call to Order

Carri-Anne Kehler called the meeting to order at 6:32pm

2. Additions to / Approval of Agenda

Add 8.3 Hemstock Park Patio Series and 8.4 Value Scoping Session

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

3. Board Orientation

- Board Orientation Handbook and Operational Bylaws were presented and reviewed.

4. Signing Authorities

Motion by Nicole Heck to remove Brent Dechant as a signing authority on the Fairview & District Chamber of Commerce RBC Bank Accounts; Carried

Motion by Wole Aina to add Catherine Few as a signing authority onto the Fairview & District Chamber of Commerce RBC Bank Accounts; Carried

Motion by Warren Murray to remove Lenny Basnett as a Service Administrator on the Fairview & District Chambers Online Banking; Carried

Motion by Erin MacDonald-Kramer to add Laura Ball as a Service Administrator without access, onto the Fairview & District Chambers Online Banking; Carried

5. Consent Agenda

5.1. Approval of Minutes - March 16,2023

5.2. Chamber Report

- Chamber Manager was invited to attend the Woman of the North Conference to represent the Chamber in the “Ask the Expert” session
- A new 2 year lease agreement will be drawn up when the owners of the Mall return from holidays
- Fairview Health Collective has requested a change of date for their after hours mixer, they will let us know of new date
- We have secured a spot during Talk of the Town, our 1 hour time slot is during the Farmers & Merchants Golf Tournament

5.3. Financial Report

- Reviewed
- Key points of reference on reviewing the financials were pointed out

Motion by Laura Ball to approve Consent Agenda; Carried

6. Projects and Events

6.1. Annual Report

- The Annual Report is finished and will be handed out to Members with this year's certificates

6.2. 2023 AGM

- Had over 85 attendees this year
- Feedback on the event was positive
- We were under Budget with projected profit, due to a higher guest count of complimentary tickets which is a positive

6.3. Farmers & Merchants Golf Tournament

- Thursday, June 22, 2023 starts at 11:00 am
- Currently reaching out to previous year sponsors

7. Unfinished Business

7.1. App My Community

Motion by Nicole Heck to enter into a contract with Armstrong Software for App my Community at the cost of \$3000.00 per year; carried

Motion by Laura Ball to start an App committee, lead by Chamber Manager; carried

8. New Business

8.1. GIC

Motion by Michelle Stam to invest \$25,000.00 into a Redeemable G.I.C, and \$25,000.00 into a One Year Locked in G.I.C investment at the RBC in Fairview; carried.

- Transferred funds from the RBC chequing account into the RBC Savings, making savings balance an even \$12,000.00

8.2. Mighty Peace Tourism Request

- Requested the Chamber Manager join their Board of Directors representing the Fairview & District Chamber.

Motion by Warren Murray for Pauline Lyman to join the Mighty Peace Tourism Board of Directors as a voting member for a two year term; carried

8.3. Hemstock Park Patio Series

- The Chamber was approached to host the bar at the July 12 Patio Series in Hemstock Park
- It was decided not to participate

8.4. Value Scoping Session

- The Chamber was asked if a representative would be able to attend

Motion by Cathy Few for Laura Ball to attend the Value Scoping Session May 8th & 9th; Carried.

9. Reports - Received for Information

9.1. Town of Fairview Advisors Report

- Absent

9.2. Economic Development Report

- Economic development is currently working on a Facebook rental housing page to assist newcomer
- An Event Strategy Presentation will be held at NWP on May 5 with Event Planning Consultants
- Two Physiotherapists will be working out of the Medical Clinic on Saturdays, the Economic Development Committee is covering their rental fees for 6 months giving them an opportunity to test the waters for establishing a business in Town.
- Summer Patio Series starts June 10 - August 16, 2023
- S.O.S Party is June 24, 2023

9.3. NWP Advisor's Report

- Absent

9.4. M.D of Fairview Advisor's Report

- Seniors BBQ hosted by the M.D will be June 7, 2023
- The 2023 budget was approved
- RCMP is willing to host a Town Hall for community members on concerns about crime in the area
- Kaitlen McLauchlan has been hired as new Director of Agriculture and Parks

10. Adjournment

Carri Anne Kehler called the meeting at 8:50pm

11. Roundtable