



Board Meeting Minutes | August 6, 2019 | 5:30PM
3210 Beaver Vu Dr. Beaver Creek, OH 45434

PRESENT: Amanda Byers, Kristie Miller, Tabitha Guidone, Jerry Butts, Monique Reeves, Chris Beck, Jeff Brock, Stephen Brown, Sandy Brubaker, Dianna Cordle, Brian Jarvis, Adrian LeBlanc, Mike McGaughey, Susan Phillips, Wendy Rodgers, Alyssa Collier

ABSENT: Peter Williams

CALL TO ORDER & WELCOME

The meeting was called to order by Kristie Miller, Chair, at 5:30pm.

BOARD OF DIRECTORS MEETING MINUTES

A motion to approve the meeting minutes was made by Jeff Brock. Motion seconded by Chris Beck. Abstaining are the following: Kristie Miller, Dianna Cordle and Stephen Brown. Motion approved.

FINANCIAL REPORT

Jerry Butts, Treasurer, reviewed the following financial reports – see reports.

1. May

A motion to accept May's financial report was made by Wendy Rodgers. Motion seconded by Brian Jarvis. Motion approved.

2. June

A motion to accept June's financial report was made by Dianna Cordle. Motion seconded by Chris Beck. Motion approved.

3. Quarterly P&L

- a. No motion needed, were reviewed.

CHAMBER REPORTS:

Amanda Byers, CEO, went over the following:

1. Membership Report

- a. New Member Report June – 4 new members

A motion to approve the new members was made by Chris Beck. Motion seconded by Susan Phillips. Motion approved.

b. New Member Report July – 3 new members

A motion to approve the new members was made by Dianna Cordle. Motion seconded by Stephen Brown. Motion approved.

c. Dropped Member Report June – 3 dropped members

A motion to approve the dropped members was made by Jeff Brock. Motion seconded by Wendy Rodgers. Motion approved.

d. Dropped Member Report July – 3 dropped members

A motion to approve the dropped members was made by Sandy Brubaker. Motion seconded by Tabitha Guidone. Motion approved.

e. Members at Risk

- i. BOD encouraged to reach out if they are familiar with at risk members

2. Beaver Creek Tornado Update

a. Chamber/City/Township

- i. SBA is housed here at the chamber until August 28
- ii. ERM meetings – Amanda attends bi-weekly

A motion to ratify the e-mail vote from June 16, 2019 from Amanda Byers to house the SBA in the Chamber Large Conference Room for at least 30 days at no cost to the SBA due to Memorial Day Tornado efforts was made by Jeff Brock. Motion seconded by Chris Beck. Motion approved.

b. Business Recovery Fund

- i. 7 business applied for a total of \$12,750.
- ii. \$7560 is the remaining balance after Gold Outing sponsorships that will be taken from the checking account

A motion to use \$7560 from checking for the Tornado Business Recovery Fund was made by Sandy Brubaker. Motion seconded by Stephen Brown. Motion approved.

3. Chamber 990 Review & Approval

BOD suggested the following edits

- a. Part I Item 1: TYPO: goups = groups
- b. Part III Item 1: TYPO: non-profit = non-profit and goups = groups
- c. Part Vi Item 4: MISTAKE: NO changes to governing documents

A motion to accept the 990 with changes was made by Jeff Brock. Motion seconded by Monique Reeves. Motion passed.

BOARD CHAIR'S REPORT

Kristie Miller went over the following:

1. Executive Committee Meeting Minutes

- a. Update on savings account – it went from \$11 to \$200+ in interest since the transfer.
- b. All executive committee members were in attendance

2. Upcoming Board Retreat

- a. Frank Kenny will be here August 19th and 20th for staff training and a board retreat, entailing goal setting for 1, 3 and 5 years – Amanda to update BOD on location.

3. Golf Outing

A motion to suspend the golf outing for 2019 was made by Jeff Brock. Motion seconded by Stephen Brown. Motion passed.

4. Board Applications & Election Process

- a. There are 2 openings for the BOD.
- b. Applications are being accepted now through August 31.
- c. Executive committee will present up to 4 candidates that the membership will vote on.
- d. We will keep same format as last year with a video interview + written questions.

5. Review Budget Process

- a. The staff will draft a budget to be reviewed by executive committee in September.
- b. BOD will make any necessary changes in October's meeting.
- c. BOD will vote on the budget in November's meeting.

ADJOURN at 6:36pm

A motion to adjourn today's meeting was made by Mike McGaughey. Motion seconded by Stephen Brown. Motion approved.