



Claresholm & District Chamber of Commerce MINUTES

Wednesday, March 16, 2016
Putters Restaurant at the Claresholm Golf Course

1. Call Meeting to Order
Justin called the meeting to order at 12:05 p.m., welcoming everyone.
2. Acceptance/Additions to Agenda
The agenda was accepted with the addition of 11 "Chamber Telephone" by Linda Brooks.
3. Minutes of Previous Meeting
The minutes of the last regular monthly meeting from January 19, 2016 were approved on a motion made by Iqbal, and seconded by Donna. Carried. Noted that Ali Shivji and Iqbal Nurmohamed's names be corrected for spelling. Lorraine apologized for those two errors.
4. Introduction of New Executive
Introductions of the new executive took place. It was noted that the position of Vice President is vacant, and if anyone is interested, to please contact Justin.
5. Priorities as Seen by Executive
Justin gave a brief breakdown of "priorities" as seen by the Executive for his upcoming year.
 - Updating of our Bylaws
 - Organizational continuity including website upgrading and the promotion of Claresholm
 - Set out 4 community events to hold/organize
 - Speaker series ("Lunch & Learns").
 - Downtown revitalization in conjunction with the Economic Development Committee
 - All of these items should result in increase of membership of 20% at minimum
 - Development of permanent location to promote and forward interested members to pick up membership forms and information. For now we will use Bubbles & Balms, however the Exec will be looking into further. Other options could include BMO, ATB, FCSS, Century 21 and Linda Brooks will inquire into possibility of Credit Union. Donna will ask the CIBC. It was suggested that each member have extra membership forms to be readily able to hand out to new businesses as well. Justin will ask if we can keep some at The Town office. The membership form should be readily available on the Chamber's website as well.

Members asked why the Chamber's website was totally down while being updated; Justin will follow up with Maria on this.

We will also need to clarify the different roles of the Chamber and the EDC, as well as establish who's role it is to welcome new businesses to town.
6. Budget
Reviewed projected budget as circulated. All members please review and provide feedback, as we would like to approve within one month. Suggested and agreed that it include breakdown of income and expenses specific to each event on all reports, rather than lumping all events together. Iqbal offered his help if needed.

Please send issues/ideas via email to president@claresholmchamber.ca. Felt we will need a fundraising committee to help with projects.

7. Speaker Series Recommendations

We will be holding "Lunch & Learns" and have already received offers from members to come speak on various business type topics. Anyone with recommendations for speaks or subjects, please contact Linda Brooks as she is chairing these. First one is scheduled for April 13 at Journey's prior to our regular monthly meeting, by Kelsey Bolin "Think Claresholm First". Please register as we will need to know numbers for catering.

- Other presentation topics included "How to Register Your Business with Google", a "Family Garage Sale", "Social & Media Advertising" and Branding & Marketing for specific business as well as the Town of Claresholm as a whole.

8. Committee Selection

Justin reviewed the committees set up by the Executive, and needs members to come forward to help out on them.

Cheryl asked to be on the Downtown Revitalization Committee.

9. Schedule of Meetings

First Tuesday of each month, the Executive will meet. Committees will meet as needed. Regular membership meetings will be held every two months. Our next regular membership meeting will be in April of 2016.

Agreed that the Chamber draft an annual calendar with all the meetings and events posted, complete up to 2017 AGM.

10. Old Business

- a. Easter Event on March 26
Coming up soon and looking forward to the event.
- b. Electric Charge Station
Dale & Justin have met with Sun Country and will provide further details as they get more information from him.

11. New Business

The Chamber has obtained a business number in order to apply for a step-student. We should know outcome of this in April.

The Chamber also has a telephone # now, which is 403.625.0375 and the phone is looked after by Justin, the President.

12. Next Meeting

Wednesday, April 13 at Journey's.

13. Adjournment

Meeting was adjourned at 1:10 p.m.

Please use president@claresholmchamber.ca or phone # 403.625.0375 for future contact with the Chamber Executive.