

SUPPORT BUSINESSES
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CHAMBER OF COMMERCE

Membership Meeting Minutes
Elton Tavern, Burlington CT
Thursday, June 16, 2016

- I. Call to Order – 12:03 pm
- II. Attendance
 - a. Peter Bevivino - Chair (President), Tom Martin (Vice President), Rich Browning (Treasurer), Jerry Burns (Secretary), Jill Russell (Director), Chris Borda (Director), Mike Branagan (Member), John Kirschner (Advisory Council)
- III. Past Minutes – Deferred until next meeting
- IV. Treasurer Report
 - a. Rich B. presented bank deposit amount of \$9,108.48
 - b. Annual Dinner Results:
 - i. \$3,748.67 of expenses
 - ii. \$3,048.00 of credits
 - iii. Net Loss of \$700.67 as of this meeting; Still waiting on 4 RSVP No-Shows to pay for ticket
 - iv. There were 38 Paid Tickets in total
 - v. Board agrees need to start in January to plan, acquire more corporate sponsors and to begin award recipient selection.
 - vi. 2015 Food costs was \$2,200 with BYOB; 2016 Food costs with 1-hour open bar was \$2,904
 - c. Discussion on capacity issues and future pricing
 - d. 2nd Annual Billing to begin with receivables of \$4,250 anticipated
 - e. John K. motioned to accept as is; Mike B. 2nd; All in Favor
- V. Old Business
 - a. May Annual dinner – covered during Treasurer report discussions
- VI. New Business
 - a. Coffee & Chat – Torrington Savings Bank in Burlington will be hosting on June 28th from 8 am until 9 am.
 - i. 19 members are signed up to attend
 - ii. Jill R. said that TSB has all they need to host this event.
 - b. Burlington Village Center Banner Advertising Program
 - i. Jerry B. gave status of the Summer and Tavern Day banners as orders are being accepted.

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- ii. All set for near sell-out of Summer banners as we approach the June 20th deadline.
 - iii. Tavern Day deadline is August 1st, so have time to fill those banners.
 - iv. Summer banners set to be put up by July 1st thanks to Scott Tharau and the Burlington Highway Department.
 - v. Jerry B. shared that this program not only supports an individual business with an affordable local branding opportunity, but it supports the Chamber in delivering websites, chamber boards and Chamber event financial support. Without it, we would be hard pressed to move forward, so please support this program to support your Chamber to support your Community.
- c. Rebranding/Branding
- i. Peter B. gave overview of where we are in the quoting process and the upcoming sub-committee meeting to decide which option is the best for the Chamber.
- d. Chamber Sign
- i. Peter B. shared status and findings:
 - 1. Replacement tracks are inexpensive, but the letters are very expensive.
 - 2. Plan is to get 2 large letter lines and 3 small letter lines
 - 3. Measurements have been given to Dwight Harris to construct the new sign.
 - ii. Discussion on how to regulate the usage of the sign
 - 1. Need to establish written rules
 - 2. Mike B. agreed and offered to help with taking messages up or down
 - 3. More discussion will follow on this topic
- e. Advisory Council Volunteers
- i. The Burlington NWCC Advisory Council has John K. and Jill R. as members
 - ii. Still waiting to meet with JoAnn Ryan, President NWCC, to get this committee going.
- f. Next Event Planning
- i. Dunning Sand & Gravel on Brickyard Road, Farmington will host our next Business After Hours (BAH)
 - 1. This will be a Burlington event supported by both the Northwest Chamber and Central CT Chamber
 - 2. **SECRETARY NOTE:** The initial discussion was for a date of August 15th, but it was best to move this to September 8th which happened after this meeting.

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3. Dunning has a very nice space designed to host such events. Look for more information soon.
- ii. Peter B. is still waiting for the YMCA Camp Chace team to see if they would be interested in hosting an event.
- g. Is Membership Important?
 - i. Peter B. added this topic to discuss his desire to ask membership if being a Member of the Burlington Chamber of Commerce is important.
 - ii. Need to flesh the approach and goals further
- h. Tavern Day Planning Overview
 - i. Peter B. shared the date is set for September 18th
 - ii. Discussion on performance staging for band. Tom M. said to ask town about the equipment trailer used for the Carol Sing.
 - iii. Touch-a-Truck is going to be located at the firehouse, Tom M. will map out the space again
 - iv. Business sponsorships will be needed again this year
- VII. Open Forum – No topics brought forward
- VIII. Adjourn – 12:59 pm

Next Meeting – Thursday, July 21, 2016 @ 12:00 pm at the Elton Tavern, Burlington CT