



**BURLINGTON**  
CHAMBER OF COMMERCE  
SUPPORTING LOCAL BUSINESSES

**Membership Meeting Minutes**  
**West Wind Realty, Burlington CT**  
**Thursday, December 21, 2017**

- I. Call to Order – 3:09 pm
- II. Attendance
  - a. Peter Bevivino – Chair (President), Jerry Burns (Secretary), Kerry Brash (Director), Marjorie Bowen (Member), Diana Lepore (Member), John Seagrave (Member)
- III. Past Minutes
  - a. November 16, 2017 reviewed; Peter B. motioned to accept as-is, Kerry B. 2<sup>nd</sup>, All in Favor.
- IV. Treasurer Report – Submitted by Rich B. and Presented by Jerry B.
  - a. Bank balance of \$9,780.49
  - b. Expect \$6,125.00 from Member Dues for the January 2018 billing cycle.
    - i. 5 businesses have paid their invoices
    - ii. 4 paper invoices were mailed based on feedback from last year’s January cycle.
  - c. Expected Expenses for January 2018:
    - i. \$2,000.00 affiliate expense to Central CT Chambers of Commerce
    - ii. Approximately \$600 to \$700 from NW CT Chamber for their affiliate support to our Chamber.
  - d. December 5, 2107 Holiday BAH
    - i. \$850.00 of total sponsorships pledged
    - ii. Total food and beverage expense due Finnegans Tavern was \$859.67.
    - iii. We collected \$110.00 cash and \$100.00 in gift cards for the Burlington Food and Fuel Bank.
      1. Chamber kicked in \$40.00 cash to bring total cash gift to \$150.00 and a total of \$250.00 collected during this event. Great job!
  - e. Town Center Christmas Tree Program has a total of 12 participating businesses and invoices have been sent.
  - f. Peter B. motioned to accept, Diana L. 2<sup>nd</sup>; All in Favor
- V. Old Business
  - a. Holiday Parties
    - i. Burlington Chamber – Went well at Finnegans Tavern.
    - ii. Northwest CT Chamber – Peter B. and Jerry B. attended at Infinity Hall in Norfolk. Very well attended.
    - iii. Central CT Chambers – Peter B., Kerry B. and Jerry B. attended at Nuchies and it was well attended.



**BURLINGTON**  
**CHAMBER OF COMMERCE**  
SUPPORTING LOCAL BUSINESSES

- iv. West Wind Realty Mix & Mingle – Thank you to Diana & Steve Lepore for opening up their business for a wonderfully catered event to all our Memebers. There were many Chamber members there as well as many people from Burlington and the surrounding communities. Thank you!
    - b. Tom Martin Fundraiser
      - i. Tom and his family were all present for the entire time and it was packed for all the seatings.
      - ii. Our Chamber thanks the Burlington Lions Club, specifically Rob Cook and Don Brunelle, for taking the lead and providing all the volunteer power to make this work. We also thank our very own Director, Colleen Ververis, for all she put into this event to help the family. There are many others, including the Men’s Club who hosted and we thank you all.
    - c. Car Show/Mountain Bike Expo with Food Truck event for Summer 2018
      - i. Defer to January meeting
- VI. New Business
  - a. Town Center Christmas Trees
    - i. Peter B. worked with Scott Tharau of the Burlington Highway Department about getting Chamber businesses to sponsor 3 trees to place all over the Central Business District.
      - 1. Figuring about \$100 would offset labor and fund replacement bulbs/cords.
      - 2. This year we went with \$30/tree for participants and invoiced businesses, member or not, via our system.
      - 3. Plan is for Town to buy 15 trees from the BVFD each year for green and we buy trees from Larson’s, approximately 30, for sponsorships.
        - a. Jerry B. asked if we should consider signage in front of trees to allow businesses like his to participate?
  - b. Event Calendar
    - i. Jerry B. asked for help in keeping the Event calendar on our website up to date with all Chamber events (ours, NW and Central) as well as any relevant community events. Marjorie B. volunteered to assist here.
  - c. March BAH Event – March 7<sup>th</sup>
    - i. West Wind Realty will host the event on Wednesday, March 7<sup>th</sup>, 5:30 pm to 7 pm.
    - ii. Further discussion on other Chamber events in 2018
      - 1. September 2018 BAH event at Rivco Construction would be best for them.



**BURLINGTON**  
**CHAMBER OF COMMERCE**  
SUPPORTING LOCAL BUSINESSES

2. April 24<sup>th</sup> Coffee & Chat event at Torrington Savings Bank to celebrate 150 days in business.
- d. CT Office of Tourism
  - i. Peter B. will coordinate with contact for a potential 1Q18 meeting
- e. Multi-Chamber Event
  - i. June 7<sup>th</sup> event at Larson's Garden Center. Peter B. said that is still on track.
  - ii. Cost TBD as is the amount of food needed
- f. Annual Dinner Committee
  - i. Call for volunteers to start Annual Dinner coordination
  - ii. Peter B. shared did at KC Dubliner last year but new configuration at Finnegans Tavern will not meet our needs. Looking at Men's Club after rave reviews from Tom Martin fundraiser feedback. Would need a Men's Club sponsor to hold event.
  - iii. Looking at May 8<sup>th</sup> through 10<sup>th</sup> target date, TBD
- g. Truck or Treat
  - i. Defer to Tom Martin sometime 1Q18 to see how he feels about it.
- h. Chamber News & Updates
  - i. Peter B. update on Central CT Chambers of Commerce regionalization exploration and decision to leave things as-is.
- VII. Open Forum
  - i. None.
- VIII. Adjourn – Motion Peter B., Jerry B. 2<sup>nd</sup>, All in Favor – 4:09 pm

**Next Meeting – Thursday, January 18, 2018 @ 12:00 pm at Elton Tavern, Burlington CT**