



BURLINGTON
CHAMBER OF COMMERCE
SUPPORTING LOCAL BUSINESSES

Membership Meeting Minutes
Elton Tavern, Burlington CT
Thursday, March 15, 2018

- I. Call to Order – 12:06 pm
- II. Attendance
 - a. Peter Bevivino – Chair (President), Rich Browning (Treasurer), Jerry Burns (Secretary), Chris Borda (Director), Kerry Brash (Director), Colleen Ververis (Director), Marjorie Bowen (Member), Ted Shafer (Burlington First Selectman), Tyler Westcott (Guest)
 - b. Bruce S. was invited by Jerry B. to attend this meeting to share his background as one of our first Help Needed participants. Thank you, Bruce, for being interested in how our local Chamber operates, good luck on the search.
- III. Past Minutes
 - a. February 15, 2018 reviewed; Peter B. motioned to accept as-is, Chris B. 2nd, All in Favor.
- IV. Treasurer Report
 - a. Bank balance of \$11,831.09
 - b. Expected Expenses for February 2018:
 - i. \$500 to \$600 to Northwest CT Chamber of Commerce for quarterly support
 - ii. \$1,260.00 outstanding to Town of Burlington for the Christmas Trees in the Center.
 - c. Membership
 - i. CT Liberty Mortgage joined our Chamber since last meeting.
 - ii. 60 Members active with 5 past due from January Cycle
 1. Confirmed that the automated Chamber email system did not send email invoices from January 24th on.
 - d. Jerry B. motioned to accept, Peter B. 2nd; All in Favor
- V. Tyler Westcott, guest, introduced by Peter B. Tyler shared his business and potential in Burlington.
- VI. New Business
 - a. LSM reached out for the scholarship which was motioned and approved earlier this year.
 - b. Burlington Community Fund Welcome Packets
 - i. Would like to share business and community info with new people moving to Burlington.
 - ii. Discussion on splitting the cost of a 2-year supply of the bags used for the materials. Would have the Fund and Chamber logos on them
 - iii. Motion by Rich B. to split the cost of the Bag with the Burlington Community Fund for 2-year supply up to \$200; Collen V. 2nd, All in Favor;



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- c. March BAH Event – Tonight at West Wind Realty
 - i. 47 RSVPs as of this meeting
- d. Business with Breakfast – May 22nd at Torrington Savings Bank
 - i. TSB is celebrating their 150th year in business which will be promoted for this event.
 - ii. This is a NWCCC event, they will be handling RSVP and logistics.
- e. Multi-Chamber BAH – Proposed June 7th at Larson’s Garden Center
 - i. Peter B. met with Caitlyn Larson-Parker, owner of Larson’s Garden Center to begin planning needs.
 - 1. Caitlyn L. is okay with multiple business organizations coming.
 - 2. Discussion on the food for the event as too much for Larson’s to absorb themselves. Food trucks, Lions Club, donations? Still undecided.
 - 3. Discussion on Business Booths
 - 4. Budget of \$500 is what Caitlyn L. would like to stay at
 - 5. Discussion about vendors of the garden center being sponsors/exhibitors.
 - 6. Date is good for the Central CT and Northwest CT calendars.
- f. Annual Dinner Committee
 - i. May 8th confirmed with a \$200.00 down payment to hold the date.
 - ii. Discussion on what each caterer option could provide in addition to the food
 - iii. Kerry B. gave overview of the Sweet Harvest and Greenhouse Café proposal.
 - iv. Ticket pricing will be \$50 per person this year.
 - v. Environmental Learning Centers of CT will be a Gold Sponsor this year.
 - vi. Discussion on plan for Ballot and Sponsorship communications
 - 1. Will send letter to Burlington Members
 - 2. Email blast of the Ballot and Sponsor letters to the Constant Contact list which will include our affiliated Chambers and friends of the Chamber.
 - 3. Plan to choose Award winners from nominees on Friday, April 13th.
- g. Chamber News & Updates
 - i. Nothing reported.
- VII. Open Forum
- VIII. Adjourn at 1:08 pm

Next Meeting – Thursday, April 19, 2018 - 12:00 pm at Elton Tavern, Burlington CT