



**BURLINGTON**  
CHAMBER OF COMMERCE  
SUPPORTING LOCAL BUSINESSES

**Membership Meeting Minutes  
Elton Tavern, Burlington CT  
Thursday, August 15, 2019**

- I. Call to Order – 12:05
- II. Attendance – Kerry Brash, President; Colleen Ververis, Vice President; Tom Martin, Secretary; Margie Bowen, Director; Diana Lepore, Director; Liz Cowdell, Director; David Shepherd, Director; Diane Rivard, Member; Shaun Calhoun, Member; Dave Onofrio, Member; Peter Bevivino, Member; Paul Rochford, BLT Director; Russel Bedurtha, Member; Mindy Manganello, Member.
- III. Past Minutes – Dave Onofrio motioned to accept, Diana Lepore seconded. All approved.
- IV. Treasurer Report
  - a. Bank balance: Previous balance of \$11795.93 Current balance of \$13295.81
  - b. Expenses: Web hosting \$55.54; Pay-out to town for Tavern Day Sponsorships. \$2050 past due.
  - c. 61 Active Members: New member - Lepore and Son. Smile Haven rejoined.
  - d. 990 Tax exempt form was completed by Rich Browning.
  - e. Dave Onofrio motioned to accept, Dave Shepherd seconded.
- V. New Business
  - a. Emerging Leaders event - September 18 at Doubletree Hotel in Bristol. We have 2 members elected - Shawn and Liz. Looking for members to go.
  - b. Paul Rochford, Burlington Community Fund (former Burlington Bell) looking for sponsors for the Burlington 5K race. Go to their website, [www.Burlington5K.com](http://www.Burlington5K.com). A Chamber donation will be discussed at the next BOD meeting.
  - c. Town First Selectman, Ted Schaffer meeting update with Burlington's new Economic Development Consultant, Kevin Bielmeir. If we were to do an event like the Chili Cook Off or Touch A Truck the town will assist us for the first few years with no cost.
  - d. Event Committee to schedule a meeting to discuss events Chili Cook Off, Touch A Truck.
  - e. Holiday Carol Sing is run by Parks and Rec, but the event needs some sprucing up. Diana Lepore suggested adding an ice sculpture contest or display. Kerry mentioned businesses participating with offering hot chocolate, cookies, etc. And, perhaps student artists



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- decorating the windows of the downtown businesses. Would need to coordinate with the town to ensure safety of attendees. Colleen will research what type of help they need.
- f. 66 Trees we had last year for the center of town aiming for 100 trees for the holiday. Looking for more sponsors. Diana and a couple members will look into pricing.
  - g. Town will be taking over welcome packages. We can put stuff in these packages for any business willing to do so. Maybe we can co-sponsor. In the past we contributed to cost of bags. Chamber will look into cost of new bags with Chamber logo. Kerry to discuss with Cindy Bombard. David Shepherd agreed to spearhead the Chamber/Town partnership transition with Ted's office. He will arrange a meeting with them.
  - h. Ted Schaffer said there are around 400 home-based businesses in Burlington. We need to get them out of the house.
  - i. Tavern Day - David S said we are almost full and that he will start a waiting list on booths once they are sold out. As of now 13 of the 16 tables are filled.
  - j. Marketing Committee - Like our Facebook page to get the news out.
  - k. Margie wants all info for newsletters before noon on Friday for the following Monday's newsletter. We had a help wanted page on the website but had no action on it. We will just post an ad in our newsletter if a help-wanted/needed is requested by membership.
  - l. Member of the month - We should do 3 Businesses of the Month versus one to get more exposure. We will start this in November. Everyone agreed.
  - m. Ted mentioned we can link to Burlington Town website. They are in the process of building a new one, at which point we'll take advantage of his offer.
- VI. Adjourn 1:14

**Next Meeting – Thursday, September 19, 12:00 pm at Elton Tavern, Burlington CT**