



BURLINGTON
CHAMBER OF COMMERCE
SUPPORTING LOCAL BUSINESSES

**Membership Meeting Minutes
West Wind Realty
Thursday, December 19, 2019**

- I. Call to Order – 12:15
- II. Attendance – Kerry Brash (President), Colleen Ververis (Vice President), Tom Martin (Secretary), Cindy Bombard (CCCC President), Margie Bowen (Director), David Shepherd (Director), Chris Borda (Director), Diana Lepore (Director), Liz Cowdell (Director), Diane Rivard (Member), Shaun Calhoun (Member), Dave Onofrio (Member), Pete Bevivino (Member), John Seagrave (Member), Ted Schafer (First Selectman)
- III. Past Minutes – All approved.
- IV. New Business
 - A. Ted Schafer was pleased with our partnership on the Holiday Sing and Coat Drive, which he said went very well.
 - B. Cindy Bombard update: the first training class on Sexual Harassment training went well. Will be doing more. All businesses are required to have their employees take this training, by law.
 - C. Membership Committee Report
 1. Active members will be assigned an existing member to whom they should reach out at a minimum of once per year. They are to contact them personally to check in, gather feedback, invite them to an event, etc.
 2. Membership committee members were assigned to each of the 5 lapsed members to gather feedback on the decision for nonrenewal and encourage rejoining.
 3. At the last Board meeting the BOD approved a new Small Business membership rate. Businesses with less than 2 employees will be \$125 for the year. Existing members who want to take advantage of the new can do so at their time of renewal.
 4. New Member Referral Program needs Board approval. If an existing member refers a business that joins the Chamber, the referring member will receive a \$25 credit on their membership fee or towards a ticket to the Annual Dinner.
 - D. Membership Benefits: the Board approved a six-month trial period of mailing the CCCC printed newsletters to our members. Content must be submitted 3 weeks before the beginning



of the mailing month. Our first publication which will be mailed in Feb and content needs to be to Katie by 1/8/20. Kerry will get a flyer for Margie to publish for the Winter Wonderland event on Feb 22, 2020.

E. Burlington Volunteer Fire Department fundraising event: still discussing ideas such as Bingo, a Wine Tasting (Ted said we could do it at the Firehouse with TIPS certified pourers), or a Pancake Breakfast for Mother's Day at the fire house. We can sell and print placemats to raise advertising income at the Pancake Breakfast. A decision will be made at the next Membership meeting.

F. Touch a Truck/Chili Cook-Off is moving forward. Still need to decide on location - Library Lane or Mills are options. Bob Rivard also offered the property behind RIVCO Construction, which is paved. Ted said the town also owns land by Library Lane that we can use. Downside of Library Lane is the wet grass if we were to get a lot of rain prior to the event. Need a large committee to run it. Hope to have volunteers by our next membership meeting.

G. Voted on sponsorship solicitation for non-member community organizations to our Chamber. We accept these types of request if they have a connection with our local community. But, if the financial requests get out of hand, we will change our way of doing it. For now, we will include a Community Page in our newsletter and include info about non-member charitable events with a link to the organization's fundraising page, rather than email their sponsorship letters. The Burlington Lions Club was approved to be included in the next newsletter. Kerry will ask the Lions Club for a website link to their sponsorship letter.

- V. Open Forum Discussions
- VI. Adjourned - 12:45

Next meeting is on January, 16, 2020 at 12:00 PM.