



BURLINGTON
CHAMBER OF COMMERCE
SUPPORTING LOCAL BUSINESSES

Membership Meeting Minutes
Virtual via Zoom
Thursday, May 21, 2020

- I. Call to Order – 12:05
- II. Attendance – Kerry Brash, President; Rich Browning, Treasurer; Margie Bowen, Director; Diana Lepore, Director; Chris Borda, Director; Judi Ann Lausier, United Way; Ted Schaffer, Burlington First Selectman; Cindy Bombard, Executive Director, Central CT Chambers of Commerce
- III. Treasurer’s Report; Motion to accept by Diana Lepore. Seconded by Chris Borda.
 - a. Bank Balance = \$10,416.77
 - b. Expenses since last meeting, 2/20/2020
 - \$1,000.00 (2) \$500 LSM Scholarships
 - \$303.00 Webscape Design
 - \$132.94 Website Annual SSL certificate renewal
 - \$76.25 CCCC March Newsletter Printing
 - \$250.00 CCCC Face Mask Sponsorship
 - c. Credits since last meeting
 - \$1,497.40 dues collected
 - d. Additional dues anticipated through July 2020 = \$3,275.00
- IV. Central CT Chambers of Commerce Update, Cindy Bombard
 - a. Cindy had to let 2 employees go due to the Pandemic. They are budgeting for a 50% loss this year, due to cancellation of paid events.
 - b. Cindy, Katie D’Agostino and Dee Babkirk are continuing to meet with the CT Economic & Community Development agency, CBIA, CT Chambers, the Governor’s office, and top-level executives to keep everyone up to date on all topics related to Covid-19.
 - c. CCCC has coordinated two programs to supply PPE masks to any business in our region, and specifically with Ron Roberts & Jerry Burns at Burlington Town Hall for Burlington businesses. They raised \$6000 in donations from businesses and local Chambers to purchase 6000 masks to be given to small businesses who are in need.
- V. Burlington Update – Ted Shafer
 - a. Phase 1 Reopening – What will change on May 20th
Town Hall business will continue to be open via online, email and phone. The building will remain closed to the public. Planning and modifications are in progress to target Phase 2 reopening of the building.
 - b. Regional Food Share services continues with the next set of dates being June 2nd, June 16th, and June 30th at the Burlington Town Hall.
 - c. Tennis courts, hiking trails and Rails to Trails are open. Basketball courts and recreation fields will remain closed.



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- d. The Fire Department is no longer accepting drive by celebration requests. We want to thank everyone who invited us to be a part of their special day.
 - e. Local businesses that need PPE can make request through the CBIA who have partnered with the State and Local Emergency Management for distribution. To assist businesses in the reopening process, the State of Connecticut has put up a website as a one-stop resource for business reopening and recovery at <https://business.ct.gov/recovery>
 - f. Restaurants will be opening outside patio style service. Please adhere to guidelines and policies they have in place with table spacing and for washrooms and bathroom usage. Some restaurants will have reservation only dining, be sure to check in advance.
 - g. Salons and Barbers are NO LONGER included in the reopening. This is a change from the initial Phase 1 guidance.
 - h. Visit the [Town of Burlington website](#) for current and updated information
 - i. CBIA's PPE program is posted on the town website. Cindy Bombard added that CBIA's supply is almost gone.
 - j. Town Hall is having active conversations about summer camps.
 - k. On a positive note, Land Use Dept has been busy with new home builds and home renovations.
- VI. Membership – Richard Browning
- a. Active = 58 members
 - b. 2 past due members from April (Burlington Vet and On the Grid Electric) *Rich contacted Burlington Vet and they intend to renew. Chris will contact On the Grid Electric to discuss renewal.*
 - c. 3 lapsed members from March and April (CT Liberty Mortgage, Walter Whipple, and Zen Yoga)
 - d. 0 new members
 - e. Rich will send a reminder email to the Membership Ambassador group to please contact their assigned members for a check-in and to gather feedback. The goal is to see what support we can provide as a Chamber during the pandemic, remind them that we are here for them, and when applicable discuss membership retention.
 - f. As a reminder, we continue to offer a 90-day membership renewal extension for members facing hardship due to COVID-19. No members have utilized the 90-day membership renewal extension so far.
- VII. Event Committee – Kerry Brash
- a. Fill the Bucket, June 7th 9:00 to 2:00 at Rivco Construction. Food drive organized by Diane Rivard. Rivco will put out their front loader tractor to fill with food donations. Monetary donations and gift cards will be accepted.
 - b. Greenhouse Tavern and Lemongrass Asian Grill are going to prepare meals for the families registered with Social Services, alternating every other week.
 - c. Funds raised at Fill the Bucket will be divided and given to the restaurants to help with their costs.
 - d. Kerry asked that each Board Member do a 2-hour stint at the event.

Adjourn 1:15pm

Next Meeting – June 18 12:00 pm via Zoom