



THURSDAY, JANUARY 21, 2021 – 11:15

VIRTUAL VIA ZOOM

BOARD MEETING MINUTES

- I.) Call to Order: 11:30 AM by Kerry Brash
- II.) Attendance: Kerry Brash – President, Richard Browning- Treasurer, Margie Bowen- Board Member, Diana Lepore- Board Member
- III.) Minutes: Kerry asked if everyone had a chance to review the last Board Meeting Minutes and for any changes. No changes suggested. Rich Browning 1st motion, Margie Bowen 2nd. Minutes approved.
- IV.) Treasurers Report – Rich released the QuickBooks Statement of Activity for 2020. Notable items:
 - a. Total Revenue = \$14,810.24
 - b. Total Expenditures = \$12,710.64
 - c. Net Revenue = \$2,099.60
 - d. Event revenue is attributable to the Holiday Trees. The Chamber received \$274 more than the cost of the trees.
 - e. Fund Raising revenue represents funds donated from the Meals Program and Fill The Bucket. The revenue from Events and Fund Raising were offset by the cost of the trees and the donation disbursements.
 - f. Chamber dues comprises most of the Chamber revenue.
 - g. Advertisement expense is mainly for the Chamber Newsletter.
 - h. BCC paid \$3250 for Central Chambers of Commerce Dues.
 - i. Chamber pays the electricity for the brick building near the Town Green. The building is owned by the Town but the Chamber uses it for storage.
 - j. There was \$1,625 donation from People’s United Bank for sponsorships that was not used as intended in 2020 and has been carried over to 2021.
 - k. Web Services expenses were \$2,157.76 of which \$1,200 is paid to Margie Bowen and \$52/month for web hosting by inConcert through EBurns Marketing. There will be an offline discussion about the Web Services expenses. Kerry noted the purpose of QuickBooks was to review transaction detail.
- V.) Current Business
 - a. Chamber Activity:
 - a. Kerry stated in the interest of obtaining more revenue and increasing membership, the Chamber needs to focus on the question “What can the Chamber do for its Members?”.
 - b. In a previous meeting Carla suggested educational events.
 - c. Kerry would like events of interest for home businesses or create a marketing plan to give home businesses the ability to network. Creative help is needed.

- d. Kerry attended the CCCC Jolt event. There were approximately 23 attendees. There were no other Burlington Chamber members in attendance. It was an opportunity for members to give a 30 second commercial about their business.
- e. Kerry would like to use member businesses for educational webinars but does not want the webinar to become a sales pitch for their business.
- f. Rich suggested put the educational webinar in the newsletter and ask volunteers to present ideas.

VI.) Motion to close: 11:59 AM Meeting adjourned.