

# Bragg Creek & Area Chamber of Commerce

## Unofficial Board Meeting Notes

### April 20, 2016

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1. Call to Order – no quorum. Attending board directors: Suzanne Mark, Marcella, Yvonne,  
Non-directors: Mackenzie Walsh, Lee Onslow
2. Adoption of Agenda – Tabled next meeting
3. Adoption of Minutes – Tabled next meeting
4. President’s Report Suzanne
  - 4.1 President’s Round Table\*
  - 4.2 Proposed Bragg Creek Council\*
  - 4.3 Board member changes\* Lee and Lowell looking to join board. Lee potentially wanting to help with festivals and marketing. Lee to speak with both Marina and Mark.  
Need to work on a motion to change quorum due to LOA directors.  
\*See attached report – Appendix
5. Treasurer’s Report Marcella
  - 5.1 Financial Statements – February tabled  
Negative balance question from previous meeting. Answer: due to payout on invoice for replacement of banners. Amount has since been reimbursed by Rocky View County.  
Discussed member who is double-dipping - Yvonne will take care of. Marcella to forward info.
  - 5.2 Budget – Mark provided a list of budget items to be included in overall Chamber budget  
Yvonne submitted Visitor Friendly budget.  
Add in conferences and workshops – 3 conferences per year at \$100 each.
6. Committee Reports Yvonne
  - 6.1 Membership and Business Liaison
    - 6.1.1 Welcome Wagon – proposed budget – Mark submitted. Last meeting we discussed getting in touch with realtors to find out how many new home owners are coming in to Bragg Creek/Redwood on a monthly basis (Bev Dye). From info collected determined it is about 8 to 10. Decided on a simple card fold out for community information presented together with phonebook on a log cookie, saying Welcome to Bragg Creek.
    - 6.1.2 Memberships – one new membership – Sandvoss Lutherie – violin making.
    - 6.1.3 Business Expo – no new info to report
  - 6.2 Community Liaison – tabled
  - 6.3 Marketing & Communication

Mackenzie found 2 boxes of brochures.

Mark will look for distribution list from previous distribution period.

We should have new brochures by June. If not much has changed should reprint instead of recreating document.

6.3.1 Website

6.3.2 Social Media

6.3.3 Newsletter

6.3.4 Public Relations

6.4 Tourism – tabled

6.4.1 Cool Little Towns – each town putting together brochure about their town (Friday)

6.5 Festivals

6.5.1 Heritage

6.5.2 Scarecrow

6.5.3 Spirit of Christmas

6.5.4 Winter Festival committee includes: Lorne McLash, Iwona Auer, Brenda Watt, Marissa Rosati

7. Grants Marcella

Marcella to get grant program together based on budget items.

8. New Business

8.1 Strategic Plan – tabled Heather

8.2 Donation & Sponsorship Guidelines Marcella

- Marcella will develop

8.3 Visitor Friendly Project Yvonne

Met with Darlis, L.M. and Yvonne

– looking for volunteers to help with survey on West Bragg Trails

8.3 EDA Conference Report – tabled Heather

9. Next meeting – May 18, 2016

10. Adjournment 6:42pm