



**Boulder Creek Business Association**  
**December Board Meeting minutes**

January 4<sup>th</sup> 4:30 PM BC Pizza & Pub

(A make up meeting for the cancelled meeting on December 21st, 2017)

In attendance: Justin, Tamara, Karen, Doris, Jeff, Janet, Nancy and Chris

Not in attendance: Julie

**1. Call Meeting to order 4:51 PM**

**2. Additions to Agenda**

*-As the meeting was beginning, the new SLV Sergeant Jordan Brownlee stopped by to meet the Board. During the discussion, there was an idea for arranging a meeting for the Sheriff's Office to teach downtown businesses how to increase safety and security regarding making deposits.*

**3. Approval of the General and Board minutes from November, 2017**

*The General and Board minutes were approved as submitted.*

**4. Email Motions none**

**5. Treasurer's report**

*-Doris provided the Board financial reports and will turn over the Treasurer duties to Karen.*

*-Doris will remain an external accountant on QB to assist Karen during the transition.*

*-Karen and Doris will work on the 2018 budget.*

*-Nancy will continue contact with PayPal to work on the transfer.*

*-Janet will forward PayPal transactions that are in the BCBA Gmail, to Karen and Nancy.*

**(a) Procedure for checks**

*-Karen will write the checks and make the deposits.*

*-Signers of the checks for 2018 will be Chris, Doris, Justin and Karen.*

*-There was a discussion of obtaining a credit card for BCBA purchases but the idea was tabled until a future date.*

**6. Committee Reports**

**(a) Website & Facebook Update**

*-Nancy reported updating the website for the 2018 membership and link to PayPal.*

*-The Mixer and General meeting info will be updated on the website.*

*-Justin has been keeping the BCBA Facebook current.*

*-Doris will contact Nicole Maggio about completing the Visit Boulder Creek website.*

**(b) Merchant of the Month/Business spotlight**

*Janet will interview Carina to have Creative Hands as the January spotlight business.*

**(c) Membership report**

*There were a total of 92 members for 2017.*

**1. 2018 print materials**

*Nancy has print material prepared and will send to CAPP for printing*

**2. Mail Chimp and/or mailing**

*Membership and Annual Dinner mailings will be sent together and membership and Annual Dinner info will be sent out in 2 separate Mailchimp emails.*

**(d) Light Up the Town**

*Nancy will contact Yanni about establishing a quarterly maintenance contract.*

**(e) Made in the Mountains review**

*Karen and Janet will meet to present ideas to the Board for future MinM.*

**7. Current Business:**

**(a) Election results**

*At the December Mixer, the BCBA members in attendance confirmed the slate of candidates presented:*

*President-Justin Acton, Vice President-Chris Currier, Treasurer-Karen Edwards, Secretary-Janet Coit, Board members-Jeff Angell, Nancy Currier, Julie Horner, Tamara O'Kelly and Doris Splettstoesser*

**(b) Board & General meeting date & time**

*-Board meetings will be the third Tuesday of the month.*

*-The next Board meeting will be January 16<sup>th</sup> at 4:30 at BC Pizza & Pub.*

*-The next Mixer will be February 7<sup>th</sup> at a site TBD.*

*-The next General meeting will be March 7<sup>th</sup> at a site TB.D*

**(c) Tree wells**

*-Justin will contact Bruce McPherson about turning over the responsibility of the trees and tree wells in town to Public Works.*

*-The two trees by Joe's Bar were removed last month per the agreement with Karin.*

*-Tamara made a motion to remove the two trees that are not Chinese Pistache, tree #30 by Loch Dog and #37 by New Leaf, grind the stumps, fill with gold DG and place a garbage can onto the tree well. Seconded by Karen. Chris abstained but requested that the tree removals be discussed with the storeowners first. If the owner refuses to allow the removal, they will be asked to assume responsibility and liability for that tree. Approved by a majority of the Board.*

*-Chris has 2 extra aggregate garbage cans that can be moved onto tree wells after trees are removed.*

*-Janet will contact Christianson about a bid for removal and stump grinding of the 2 trees.*

*-Tamara will contact Tree Solutions to revise their earlier bid for pruning from 22 trees to 18 trees.*

*-Doris will contact Ryan Rohrbough to obtain a pruning bid for the 18 trees in town.*

*-Nancy will update the Town Tree list for the tree companies to refer to.*

**(d) Santa Comes to Town review**

*-Excellent event. Continue using fire engine rides instead of carriage rides. Possibly move up the start time of the rides. More lights on the stage and use the projector on the IOOF building. Have the Santa arrival and Tree lighting time better advertised.*

**(e) SBS review**

*-Hopefully be able to turn over the event to downtown businesses. Need to have someone remind the cashiers the morning of the event. Have a Facebook seminar for downtown businesses to help them advertise.*

## 8. New business:

### (a) Main Street program

- For initial meeting with downtown businesses and Barbara Mason:
- Tamara will contact Barbara Mason to check her availability for the end of January.*
- After learning Barbara's availability, Justin will send out a Doodle poll to downtown businesses to determine a date and time, and include a short video that will explain the Main Street program.*
- Possible dates are Jan. 28,29,30,31<sup>st</sup>. A weekday evening or weekend daytime meeting time will be the choices.
- After business interest is determined, a location will be selected.

### (b) 501c3

- Doris sent for the Articles of Incorporation from the State and it has been received.
- Tamara will contact Tess Fitzgerald about the procedure for setting up a 501c3.*

### (c) BCBA Annual Dinner & Auction name change

- The name change for the event was approved.
- Janet will contact Tina Davey about acting as MC for the event.*
- Kevin Anderson has offered to help with auctioneer duties, but we will need to clarify if he is volunteering his services.
- Nancy will confirm menu with Talal and have print materials ready soon.*
- Auction planning meetings will start soon on Tuesdays at 10 AM at Liberty Bank.

### (d) Volunteer thank you

- To thank our volunteers who helped with the BCBA events last year, the BCBA will have a pizza party at BC Pizza & Pub on Monday, January 22<sup>nd</sup> at 6 PM.
- Chris made a motion that the BCBA pay for the pizzas for the event. Tamara seconded the motion. Justin abstained from the vote. The Board approved the motion.*
- Janet will send out an email to the volunteers to invite them and ask them for an RSVP.*
- Nametags will be used to help the volunteers meet new people.

- 9. **Next Board Meeting** January 16<sup>th</sup> at 4:30 PM at BC Pizza & Pub
- 10. **Next General Meeting** March 7<sup>th</sup> 5:30 PM site TBD
- 11. **Next Mixer** February 7<sup>th</sup> 6-7:30 PM site TBD
- 12. **Adjournment** 6:51PM

Respectfully submitted by Janet Coit BCBA Secretary

Our Mission Statement: The purpose of the BCBA is to maintain a healthy economic and cultural environment in this small mountain town, by promoting a cohesive bond between the various organizations representing the valley population and business, with a positive sense of community while respecting and embracing the diversity of each individual.