



**Boulder Creek Business Association**  
**Board Meeting Minutes**

November 16th, 2016 12:00pm BC Pizza & Pub

*Board members in attendance: Justin, Jeff, Tamara, Ann Marie, Abby, Nancy and Janet*  
*Not in attendance: Doris and Chris*

1. **Call Meeting to order** Justin called the meeting to order at 12:04 PM
2. **Additions to the agenda** Nancy asked that the town sign calendar be added to the agenda
3. **Approval of the Board minutes draft from 10-19-16** The minutes were approved and after the meeting, the Treasurer's report was realigned for easier reading.

4. **Email Motions**

**-November 2<sup>nd</sup>** Chris made a motion to allocate a not to exceed amount of \$1,500 to support the Christmas tree lighting. Chris estimates that \$1,500 is needed to replace and repair broken or missing light strands, pay for bucket truck support to remove/replace light strands, add a new electrical circuit, and compensate support staff he needs to help get the tree ready for the lighting ceremony in 3 weeks.

Nancy seconded the motion, approved by Abby, Janet, Ann Marie and Tamara Motion passed

**-November 7<sup>th</sup>** Justin made a motion that we pay Bree Karpavage \$50 for a professional ad design for our November events that we can use in both Mountain Bulletin and Press Banner. Nancy seconded, Tamara, Chris, Ann Marie, Janet approved. Motion passed

**-November 8<sup>th</sup>** Ann Marie made a motion to spend up to \$200 for the printed materials for Small Business Saturday.

Nancy seconded, Jeff, Janet, Chris, Tamara approved. Motion passed

5. **Treasurer's report**

Checking	\$21,302.42	CD's	9,810.45	Total:	\$36,163.70
Campaign	\$1,841.35				
Savings	\$3,159.48				
PayPal	\$50.00				
	\$26,353.25				

6. **Committee Reports**

**(a) Website & Facebook Update**

-Abby reported the website has been updated and that she has been training Nancy for taking over the Website responsibilities.

-Nancy made a motion to increase the previous motion regarding the Iverson website update, not to exceed \$300, to cover the estimated scope of work to the BCBA website. Seconded by Tamara and approved by the Board. Motion passed

-After discussion, the Board accepted Julie Horner's offer to volunteer her services to provide her professional media expertise to the BCBA Facebook page. Abby will contact Joe Maggio to add Julie as administrator for the BCBA Facebook page.

**(b) Merchant of the Month**

November Merchant of the Month is Boulder Creek Drug Store and December will be Traders of the Lost Arts

**(c) Membership report and Mixer**

2016 membership is currently 97 members with the hope to reach 100 members.

**(d) Made in the Mountains**

-Made in the Mountains will be in November and December and take a break for January and February, resuming in March.

-It was suggested that a reminder should go out to Made in the Mountains and First Friday participants to be sure to keep the sidewalks accessible for assistive devices and emergency personnel.

-The idea of providing vendors an indoor option at the Fire hall with a donation to the Fire Dept. was discussed. Janet will work with the FD to implement starting in March.

-Abby made a motion that Justin be reimbursed for the helium, balloons and zip ties. Seconded by Tamara and approved by the Board. Motion passed Ann Marie will forward the receipts to Tonya.

**(e) Downtown Trick or Treat follow up**

-Successful event with the BCBA, VWC and BC CERT members providing traffic and pedestrian control.

-Will work for next year to have pedestrians going to the Rec. Dept to use the Century 21 entrance instead of the Middleton entrance for increased safety.

**(f) Fall Town Sweep follow up**

-Successful event but still needs to attract more volunteers.

-Next time move the sign in table and pop up to the empty lot by Jenna Sue's for increased visibility.

-Use sign in emails to contact volunteers for next event in the spring

-Consider some type of food for volunteers after the next event.

**(g) Historic signs**

-Tamara shared information on sign materials and ideas for the historic signs.

-Tamara will arrange for a committee meeting to further discuss details.

**(h) Installation dinner date**

February 18<sup>th</sup> at Scopazzi's restaurant has been confirmed.

**7. Current Business:**

**(a) Santa Comes to Town**

Abby reports the event is coming together and with Nancy's help there is a task list and timeline for events.

**(b) Small Business Saturday**

-Ann Marie reports she is working on the paperwork with Nancy's help and will be approaching the downtown businesses to participate in the Boulder Bucks event.

-Santa will set up in BC Pizza & Pub in the event of rain on Saturday.

**(c) Store window decorating contest**

Because of the late start, the BCBA will encourage downtown businesses to decorate their windows to make the downtown more festive, but will defer the idea of a decorating contest for this year and reexamine the idea for next year

**8. New Business**

**(a) Elections in December**

Elections will be held at the December Mixer. Notice will be sent out in the Update for current members asking if they would like to serve on the Board and of the December 7<sup>th</sup> date of the elections. There will need to be a deadline prior to the 7<sup>th</sup> for interested parties to apply by emailing the BCBA, so that ballots can be made.

**(b) Membership**

The 2017 membership stickers will be a bright blue.

**(c) Town sign calendar**

Nancy showed the calendar she has set up for the town sign with the YMCA monthly announcements and BCBA events. Nancy will try to contact the other organizations in town for their upcoming events to help organize the sign calendar.

**9. December Mixer** December 7<sup>th</sup> hosted by lille aeske & Viscosity BCBA Board elections

**10. Next Board Meeting** December 21<sup>st</sup> at 12:00PM BC Pizza & Pub

**11. Next General Meeting** January 4th, 2017 at 6:00 PM IOOF

**12. Adjournment** Justin adjourned the meeting at 1:22 PM