



Boulder Creek Business Association

Board Meeting

Agenda and Minutes

December 16th, 2015 12:00PM

BC Pizza & Pub

*In attendance: Justin, Chris, Ann Marie, Nancy, Janet, Jeff, Tamara and Doris
Absent: Abby*

1. Call Meeting to order

Justin called the meeting to order at 12:10PM

2. Additions to Agenda none

3. Approval of the Minutes

Motion for approval of the November Board Minutes from the 11-18-15 meeting, by Tamara. Seconded by Nancy. Approved by board.

4. Correspondence (Email Motions) none

5. Treasurer's Report *Not available but will be sent in an email attachment and the report for December will be added to the minutes.*

Checking	\$16,094.20	3 CD's totaling \$9782.99
Campaign	\$11,019.03	
Savings	<u>\$ 3,155.11</u>	
	\$30,268.34	

Total funds \$40,051.33

6. Website Update

-Schwarzbach Associates is the December Merchant of the Month.

-Merchant of the Month should be on both the website and on the Facebook page.

-It was suggested that the pictures on the website, and of events, be updated on the website and should be kept current on both the website and the Facebook page.

7. Membership Report:

a) Membership mailings

b) Membership stickers

-An email of the 2016 mailing materials will be sent to the Board for approval.

-An email quote for the printing costs for the mailing materials and the 2016 membership stickers will be sent to the Board for approval.

-The plan is to send out the 2016 membership mailings the week after Christmas.

8. Old Business:

a) Black Friday/ Santa Comes to Town/ Tree lighting review

-It was discussed that next year there should be a longer program for the stage area and more directions provided for the Santa. It was suggested that next year to have someone lead carols and /or have dance studio provide students in a dance routine on the stage.

-The horse drawn carriage was well received and next year the horses should be lit with battery LED lights to be more visible.

-The early shift for Santa worked well and should be continued next year, and it would be helpful if some “elves” could be found to help Santa.

-Abby called during the meeting and she said she would provide the contact information for the 2 Santas, so that thank-you notes can be sent.

-The Board felt the contact information for any person playing Santa, should be known to the Board prior to the event.

-It was suggested that Mountain Community Theater be contacted to see if they could provide a Santa for next year.

b) 2016 Board Election review

-It was discussed that for next year, that the December election not be scheduled during the December Mixer as it may not be the appropriate venue for an election. Several ideas were suggested but no decision could be agreed upon. Future election scheduling will discussed again at a later date.

c) Light Up the Town update

-Campaign cans will be moved to sites in town where there is a better history of donations.

-Documents for the bids and consent forms for the building owners are being reviewed and will be emailed to the Board for approval.

-A request for electricians will be included in the December Membership Update and Nancy will provide the information to be included.

-On January 1st the request for bids will go out and will be returned by January 14th. The Board will evaluate and award the bid on January 20th.

-The Board feels it is very important that the lights be installed prior to the Installation Dinner on February 27th.

d) CVC Membership/Web Page no update

9. New Business:

a) **AmeriCorps** Ann Marie reported that AmeriCorps would be in the area on January 17th but she hadn't been able to meet with the contact person as of yet.

b) **2016 Mixer sites**

- February 3rd – BC Fire Dept.
- April 6th – TBD
- June 1st – Historic Hartman House Inn
- August 3rd – BC Hardware / Joe's Bar
- October 5th – TBD
- December 7th - TBD

c) **Merchant of the Month**

- December Merchant of the Month is Schwarzbach Associates.
- Future Merchant's of the Month will have address, phone numbers and website included and will be featured on both the BCBA website and Facebook page.

d) **Consistent names for BCBA Events**

To avoid confusion, consistent names will be used for the BCBA events:

- Installation Dinner and Auction
- Spring Town Sweep
- 4th of July Parade
- National Night Out
- Downtown Trick or Treat
- Fall Town Sweep
- Santa Comes to Town

e) **New Project Ideas for 2016**

-Tamara suggested working with the Boulder Creek radio station to help broadcast the 4th of July parade, for example, using an app so people could use their phones to hear the grandstand announcements. The board felt this would be a good idea to pursue. It was suggested that the radio station personnel be contacted to see if that would be possible.

-Janet suggested the possibility of a joint BCBA / BCFD fundraiser to help the FD who have had to cancel 2 fundraisers this year. Some sort of fun "color run" as a unique fundraiser for the spring was suggested. The board felt this would be a good idea to pursue. Janet will speak to the BCFD fundraising committee.

-Janet suggested looking into the possibility of replacing the historic signage, which is now on paper, to some sort of more permanent, historic looking signage. The board felt this would be a good idea to pursue. After discussion,

it was decided to speak with Linda from the Museum, after the first of the year, about the project.

-Janet to add the BCBA event dates to the SCM Bulletin calendar and to send a “save the date” for Supervisor Bruce McPherson to attend and speak at the Installation Dinner and Auction on February 27th, 2016.

f) 2016 Budget planning

-Board members have been emailed the 2014 and 2015 Profit and Loss reports.

-Ann Marie asked that board members review the 2015 report to assure for accuracy.

-A budget committee will be formed at the next meeting to establish the 2016 budget.

10. Next Board Meeting Wednesday, January 20th, 2016 at 12PM

11. Next General Meeting Wednesday, January 6th, 2016 at 6PM IOOF

12. Adjournment Justin adjourned the meeting at 1:28PM

Respectfully submitted by Janet Coit.

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.