



**Boulder Creek Business Association**

**Board Meeting**

**Agenda and minutes**

January 20<sup>th</sup>, 2016 12:00 PM

BC Pizza & Pub

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

1. **Call Meeting to order** *Justin called the meeting to order at 12:03 PM*
2. **Additions to Agenda** *None*
3. **Approval of the Minutes**  
*Tamara made a motion to approve the minutes of the January 6<sup>th</sup> General meeting minutes. Seconded by Chris. Motion approved by the Board.*
4. **Correspondence (Email Motions)**
  - a) *On 1-8-16, Tamara made a motion to reimburse Justin for providing 2 pizza and 2 bottles of soda for the January General meeting. Seconded by Abby. Approved by Janet, Nancy and Chris. Approved by the Board. Justin will submit receipt.*
  - b) *On 1-14-16, Nancy made a motion for approval of spending \$230.43 for the cost of the mailing materials and postage for the 2016 Installation Dinner Seconded by Abby, Approved by Janet, Jeff, Justin, Chris, Ann Marie and Tamara. Motion approved by the Board. (Revision: Motion should have read: for mailing materials cost of \$227.99 plus postage costs of \$147.00) Motion passed. Nancy will submit receipts.*
  - c) *Discuss proper format for email motions.*
    - Future email motions will have subject line **URGENT please vote and respond** to help to be easily recognized.
    - For future motions use the term “**not to exceed** ” with a dollar amount, instead of putting a specific amount of money.
5. **Treasurer’s Report**

<i>Checking</i>	<i>\$15,774.92</i>	<i>3CD’s \$9,786.90</i>
<i>CanPaign</i>	<i>\$11,023.17</i>	
<i>Savings</i>	<i><u>\$ 3,155.51</u></i>	
	<i>\$29,953.60</i>	<i>liquid funds</i>
6. **Website Update**  
*Abby reported having PayPal set up for Membership and the Installation Dinner*

7. **Merchant of the Month** *January is Boulder Creek American  
February will be WA Insurance*
8. **Membership Report:**
  - a) **New Members -16** *2016 membership renewals  
-2016 Membership stickers and thank you notes are being  
mailed or delivered.*
  - b) **Mixers** *February Mixer at the BCFD and April Mixer at SLV Museum*
9. **Old Business:**
  - a) **Review of old action items**
    1. Thank you note to be sent to VWC for helping with traffic control  
*Justin reported sending the thank you.*
    2. Updated By-Laws signed and notarized  
*Nancy gave Justin a copy of the updated by-laws to be signed and  
notarized. Notarized copy will be scanned and filed by Nancy.*
    3. Campaign cans to be moved to sites in town for better donations  
*Chris will collect and move cans.*
    4. Merchant of the Month and pictures on both website and Facebook  
*Abby will work to have info on both sites.*
    5. Thank you notes to be sent to Santas  
*Abby will send out thank you notes.*
    6. Account signers to reflect current Board members of Ann Marie, Abby  
and Chris *Ann Marie reported the account signers are correct.*
    7. Removal of leftover Christmas decorations in town.  
*Tamara reported she would work to remove the old decorations.*
  - b) **Light Up the Town**
    1. Review bids and vote  
*Nancy reported there were 2 bids returned by the deadline.*
      - *Electric Electric for the providing the electrical box set up.*
      - *Christmas Lighting Pros for providing the product and installation.*

*After discussion of costs, Nancy made a motion that the BCBA Board  
accept the 2 bids for the Phase I Light Up the Town project. Tamara  
seconded. All the Board voted in favor. The motion passed.*

*Because the cost of the electrical work is dependent on the number of  
boxes, the cost at this time is unknown. Nancy made a motion for the  
BCAB, if necessary, to use money from the BCBA General fund, not to  
exceed \$2500, for the Campaign fund to finance Phase I of the project,  
with future Campaign donations to repay the General Fund. Ann Marie  
seconded. All the Board voted in favor. Motion passed.*
    2. Liability letter and building owner's discussion  
*-Nancy will send out the several drafts of the liability letter for the  
Board to review.*  
*-After the liability letter is approved, Chris, Nancy and Ann Marie will  
talk with Phase I building owners.*

- Nancy will schedule a meeting with Electric Electric and Christmas Lighting Pros to help them coordinate details of the project.
- The goal is to have the lights installed prior to the Installation Dinner.

**c) BCBA Insurance update**

*Justin received some information that Doris provided and he will review.*

**d) IOOF reimbursement regarding Mixers**

*Ann Marie will work with Tonya and IOOF to resolve for the 4 Mixer months.*

**10. New Business:**

**a) Installation Dinner and Auction**

- Invites have been mailed. Nancy handed out copies of the mailers for Board members to solicit donation items.
- Installation dinner committee meetings set for Tuesday's at 10AM at Nancy's house.
- All Board members were asked to be available to help on the Friday evening and Saturday morning prior to the dinner, for set up.

**b) Budget committee**

*Ann Marie handed out a draft of the 2016 Budget for review. Justin asked to increase the proposed budget by \$100-\$150 for NNO to provide a raffle prize.*

**c) BCBA support of Boulder Creek businesses events**

1. Friday Art Walk
2. Barry Tanner discussion

*After discussion, it was decided that businesses involved with the Friday Art Walk and Barry Tanner will be asked to speak at the next General meeting to present their ideas.*

**d) Santa Cruz Mountain Bulletin request regarding Community Calendar deferred**

**e) Lynda Phillips request regarding candy cane decorations**

*Lynda Phillips would like to donate approx. 12 small stands with PVC candy canes approx. 30" tall. It was discussed that they could be used for the Santa Comes to Town activities to ensure safety near the carriage rides. Will check with Chris to see if there is any storage space.*

**f) Updates on New Project Ideas for 2016 deferred**

10. **Next Mixer: Wednesday, February 3rd, 2016 at 6-7:30 PM BCFD**
11. **Next Board Meeting: Wednesday, February 17th at 12 PM BC Pizza & Pub**
12. **Adjournment Meeting was adjourned at 1:15PM**

*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.