



Boulder Creek Business Association

Board Meeting Minutes

August 10th, 2017 4:30PM

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

Not in attendance: Karen

1. **Call Meeting to order** *Justin called the meeting to order at 4:35PM*
2. **Additions to Agenda**
 - Nancy asked to add some information to the discussion about the Sheriff's Service Center regarding window coverings.
 - Justin asked that a date be discussed for the Installation Dinner.
3. **Approval of the Board draft minutes from July 19th, 2017**
 - The minutes from the July meeting were approved as submitted.*
4. **Email Motions** *none*
5. **Treasurer's report**
 - Doris sent out the financial reports prior to the meeting for the Board to review.
 - Doris still needs to access the PayPal account
6. **Committee Reports**
 - (a) **Website & Facebook Update** *up to date*
 - (b) **Merchant of the Month** *Justin will interview Adam Roberts from SCCSO*
 - (c) **Membership report** *91 current members*
 - (d) **Light Up the Town**
 - Nancy reports that the Can-paign fund will cover the Phase III portion of town and she will be contacting Yanni to schedule the work before his business gets to his busy season.
 - After discussion, it was decided to add lighting on Forest St. for upcoming events by lighting the Forest St. sides of the IOOF and Lone Wolf.
 - Nancy made a motion to amend Phase III to include 200 linear feet of the LED lighting not to exceed \$1500. Chris seconded and the Board approved the motion.
 - (e) **Made in the Mountains** *August 19th*
 - Doris will help with handing out the red lanterns this month.
 - The \$100 thank you flyers will be handed out to the businesses prior to MinM to encourage them to direct their shoppers to enter the drawing.
7. **Current Business:**
 - (a) **NNO review**
 - All felt the event was very successful
 - Increase the number of burgers to 150 and keep the other quantities of food the same as this year.
 - Have 2 computer stations next year for the child ID and include them in the engine bay with the other activities.
 - Ask the Sheriff's Office about providing a different display. K-9 unit?
 - Use the new PA system for better communication inside and outside

(b) Visit Boulder Creek website

-Justin will work with Leslie to finish the website

(c) Tree wells & trees

*-Stumps were ground out at the tree wells in front of Swag, Scarborough, Lone Wolf and the Liquor Store. These sites will be receiving trees that those businesses will take care of. **Prior to planting, arrange for an auger to loosen the soil.***

-Tamara is making inquiries regarding an arborist and plant maintenance people to help oversee the downtown trees and plantings.

-Tamara presented an idea of planters with special inserts with a large water reservoir wicking system to decrease maintenance of the planters.

-Doris will ask about obtaining 6 wine barrels to be used as planters.

(d) Sheriff's Service Center

-The BCBA has provided the funds for the sign and conference table.

-Nancy reported that blinds are needed for the front windows for the Service Center and she will work with Fred to see if the BCBA may be able to help with funding the costs.

(e) Bookkeeping transition

-Doris will be holding a QuickBooks online meeting for Board members on September 11th at 6PM at the Bear Creek Park Clubhouse.

8. New business:

(a) BCRPD Boulder Creek Visitor guide

-After discussion, it was decided to defer the BCBA involvement in the Visitor Guide until after the Installation Dinner.

(b) BCBA safety vests

-Janet presented the idea of BCBA safety vests for volunteers to use during BCBA events. The BCBA could purchase vests of various sizes, 4" black heat transfer letters and the cost of heat pressing. The Board liked the idea of a uniform look for volunteers.

-Janet will assess the vests that Chris has stored to see if any of the current vests are useful and report back to the Board.

(c) Halloween / Santa Comes To Town temporary lights

-Ideas were discussed for temporary lighting to be used for improved safety for Halloween in directing people to the Rec. Dept. and for lighting the stage for Santa Comes to Town.

*-For this year, the use of umbrella stands to hold tall PVC pipes will be used to string lights in appropriate places to illuminate events **and measurements will be made to estimate the lengths of lights to purchase.***

(d) Installation Dinner dates

-Tentative dates March 3rd (preferred) or February 10th

-Board members should see if March 3rd is in conflict with any other events in town.

8. Next Board Meeting September 20th at 4:00 PM BCPark Clubhouse

9. Next General Meeting IOOF September 6th at 5:30 PM By-laws review

10. Adjournment Justin adjourned the meeting at 5:50 PM

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.