



BOARD MEETING MINUTES

Date: February 9th, 2024

Time: 7:00 am

Location: Franklin County Farm Bureau Building, 33 S 1st E, Preston, ID 83263

In attendance: Lance Zollinger, Ashley Nate, Brittney Smith, Kris Beckstead, Bailey Beckstead, and Stevie Emerson.

President Lance Zollinger conducted the meeting. Meeting began at 7:05 am.

Items available were the agenda and the board contact list. Members attending were Brittney Smith, Stevie Emerson, Kris Beckstead, Lance Zollinger, Bailey Beckstead, and Ashley Nate.

We began the meeting by talking about agenda item 1; how Jan Taylor and Krista Burns have resigned their positions on the board. Cindy Checketts would like to take Jan Taylor's position as Treasurer. **Lance held a motion to elect Cindy.** Stevie Emerson motions to elect, and Bailey Beckstead seconds. There were none opposed.

Agenda item 2 was to address the proposed Procedure handbook that was previously sent out by Stevie via email. This handbook goes over procedures, responsibilities, and expectations. Most who attended had not yet reviewed the whole handbook. Lance gave a high overview of the handbook. He would like to have time to review and set motion to adopt and amend this handbook at the next meeting. Lance requested a motion to refer committee members to review and amend as needed. Bailey motions to review and adopt/amend handbook at next meeting, and Brittney Smith Seconds. None were opposed. Ashley Nate will submit a follow-up email to **all board members to review handbook and prepare amendments for next meeting.**

Lance had also noted that he had looked up our state registration for the Chamber, and it was submitted in December by Travis Kunz. Ashley will call Travis to speak with him about how we have our annual registration renewal set up.

Next Agenda item was to talk about our **upcoming Lunch & Learn, scheduled for February 15th, from 12 to 1 pm.** This will be held **inside the Franklin County Ambulance Garage, at 47 S 1st W, Preston, ID.** Bailey has invited several new businesses to attend and introduce themselves to the business owners of Preston. Three businesses have confirmed attending, so far. We have invited everyone to this, including non-member businesses, to this event. In the future, we will charge for non-members to attend these events. Bailey motions

that monthly Lunch & Learn Events will allow everyone to attend for free, for now. Stevie seconds this. There were none opposed. It was also addressed that businesses can allow their employees to come to these luncheons.

For catering, we spoke about not having any preferential treatment towards one business for catering. We decided to have enough for 40 or so people, and to not go over \$300 for food. Brittney volunteered to contact a couple of businesses to cater this event, such as Subway, and Gailey's BBQ. We would like to bring back sponsor lunches in the future, where businesses volunteer to host the Lunch & Learn events.

Next item on the agenda was the **Ribbon Cutting for Sydney's**. Bailey had noted there was a time conflict for the Preston City Mayor and council to be there due to a city council meeting held at the same time. Bailey said that the restaurant decided to change the time to **4:30 pm on Monday, February 12th**. This event is invitation only, for friends and family. The Chamber is welcome to stay after the ribbon cutting and try the food. Their Grand Opening is set for the next day, Tuesday, February 13th.

For this event, we will need to take the ribbon and scissors. Bailey volunteered to say a few words on behalf of the Chamber. Since this is not a public setting, we will take our own photos and submit a press release to the Preston Citizen the next day. It was said that a head count would be nice to have ahead of time, so Ashley will send out a text message the day of to the whole board to get an official head count for the ribbon cutting.

The next agenda item is to address **official Board Notes, meeting conduct, and a proposed yearly budget**. Minutes need to be accessible to the public. If there is anything that needs to be discussed privately, we can hold a separate executive session. We will address this during our next meeting when we go over the proposed handbook. We will also go over voting for board members. We need to talk to our new Treasurer about creating a budget for the year, with information given by Jan Taylor. Brittney and Lance proposed having a meeting with Cindy and Jan to deliver training and information to Cindy for her new position. Brittney will coordinate this. We can expect to have a proposed budget for the next meeting, as well as a budget update for every meeting thereafter. More to follow.

There was a side note brought up that more involvement is needed in our **Public Policy Meetings**. We can promote these calls through our social media and maybe propose Question Pieces online for the public to be more involved. We will discuss with Marca Kunz if this is something that we should do. We can also forward invites to these meetings to people that we know would like to be involved.

Next Agenda item is **Submissions from each committee chairperson for the Preston City Council Agenda. This agenda is due February 22nd @ noon** to Linda Acock. Ashley will gather monthly updates for this agenda from everyone. Then she can plug this information into our Preston City Council Agenda Template and email out for approval from the board, before sending into Linda @ Preston City.

We will plan on having our **Lunch & Learn every 3rd Thursday of the month**. Kris Beckstead will help to figure out a centralized location for this luncheon every month. More

to follow.

Lance adjourned the meeting at 8:11 am. None were opposed.

Next Meeting is scheduled for March 8th, 2024 @ 7 am, located in the Franklin County Farm Bureau Building.