

CALISTOGA

CHAMBER OF COMMERCE

1133 Washington Street, Calistoga, CA 94515

Board Meeting Action Summary

April 16, 2013

Calistoga Spa Hot Springs

12:00 PM

BOD Attendees: Aphrodite Caserta*, Andrea DeTrinidad, Paul Dohring, Leonard LaBranche, Margaret Law, Carlene Moore, Robin Richardson, Jon Seeger, Anne Steinhauer*, Michael Swanton, Lil Ticen

Absent: Georgi Carlin-Costello

Staff: Chris Canning

Guest: N/A

Meeting Called to Order: 12:01 PM by Carlene Moore

Consent Items:

- Action Summary March 19, 2013
 - Motioned: Dohring Seconded: Swanton Passed: 9-0-0
- Financials March 2013
 - Motioned: Richardson Seconded: Dohring Passed: 11-0-0

Action Items:

- Received update from scholarship selection committee
 - Two scholarships were awarded based upon previously agreed upon criteria
 - Scholarship level was increased from a max of \$1,000 total to \$1,500
 - Betsy Lordes Avila \$750
 - Yascara Ailin Robledo Ocegueda \$750
 - Recommended that future scholarship amounts equal entire fund balance above \$1,000
 - Criteria modifications suggested to include greater emphasis on essay, SAT/ACT scores and reduced emphasis on community service work as it is a requirement for graduation.
- Community Awards selection committee established
 - Ticen, DeTrinidad, Seeger, Diane Barrett
 - BOD agreed to add a "Non-Profit of the Year" category
 - Motioned: Labranche Seconded: Ticen Passed: 11-0-0
- City contract negotiation committee established
 - Moore, Dohring, Labranche, Canning
- Reviewed strategic planning session notes for finalization of 2014-15 Strategic Plan
 - Modifications recommended and follow-up required by staff to re-present to BOD at May meeting for final approval

Committee Reports:

- Marketing Committee Update- Law

Executive Director's Report:

- Delivered final Spring Music Festival (Mustard, Mud & Music) P&L
 - Event loss of \$1,404 based upon multi-venue event production vs. single main stage event originally budgeted. Event format change was previously approved by BOD.

Closed Session:

- BOD reviewed Executive Director Evaluation feedback and consolidated results.
- Executive Director was presented with feedback which was positive overall with a few areas for improvement identified (final evaluation available in personnel file). ED was informed that a new contract would be sought for continued employment in the next fiscal year with minor modifications.

Next BOD Meeting: May 21st @ Calistoga Hot Springs

Meeting adjourned at – 1:53 PM

Notes taken by Chris Canning

Action Items submitted by Chris Canning

*: Indicates late arrival impacting vote count variances

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