Calistoga Chamber of Commerce

Board Meeting Action Summary
March 18, 2014
Mount View Hotel
12:00 PM

BOD Attendees: Sharon Carone, Aphrodite Caserta, Joel Creager, Andrea DeTrinidad, Leonard LaBranche, Margaret Law, Mike Lennon, Carlene Moore, Stephen Patel, Michael Swanton

Absent: Robin Richardson, Jon Seeger

Staff: Chris Canning Guest(s):

Meeting Called to Order: 12:06 PM by C. Moore

Consent Items:

- Action Summary February 18, 2014
  - Motioned: Lennon Seconded: LaBranche Passed: 10-0-0
- Financials February 2014
  - Motioned: Carone Seconded: Swanson Passed: 10-0-0

Action Items:

- Approved recommendations for scholarship criteria from sub-committee as presented
  - Motioned: LaBranche Seconded: DeTrinidad Passed: 10-0-0
- Established scholarship application review committee
  - Committee: Carone, Creager, Lennon, Ticen
  - Packets for review will be completed and ready for pick up by 3/20/14
  - Committee must convene and prepare two names to submit to BOD for awards of $1,000
- BOD election nominating committee was created in accordance with the bylaws
  - Committee: Moore (Chair, non-voting member), Patel, DeTrinidad, Swanton
  - Chamber staff will announce nominations open in eblast.
  - Committee will convene prior to next BOD meeting to develop slate of candidates to present to BOD
- Distributed and outlined the process for yearly Executive Director evaluation
  - Evaluations will be sent to BOD members via email from the Chair
  - Evaluations must be completed and returned to the Chair (Moore) by April 15, 2014.
  - Evaluations will be consolidated for review and discussion with the ED at the April BOD meeting.

Committee Reports:

- Marketing Committee report (3/3/14) presented

Executive Director's Report:

- Winter in the Wineries financials were presented: net revenues projected to by $9,900 vs $26,000 budgeted
- Discussed the progress for *"Delivering the Promise"* customer service training rollout for April 9th.
- Updated progress of *Arts in April* program and partnership with the NC Fair Grounds
- Received consensus applying resources and pursuing the "Pretty Muddy" festival event for March 2015. Formal presentation will be given to BOD before financial commitment can be made.
- Discussed collaborative partnerships including securing Welcome Center funding from VNV.

Next BOD Meeting: April 22, 2014 @ Calistoga Hot Springs

Meeting adjourned at – 12:55 PM
Notes taken by Chris Canning

Action Items submitted by Chris Canning
*: Indicates late arrival impacting vote count variances