

Three Forks Chamber of Commerce

Promoting Strategic Economic Growth and Vitality

Montana's Favorite Small Town

February 8th, 2021 @ 1:00pm

Three Forks Library

Present at the meeting were:

Board members:

President, Brooke Leugers via Zoom

Vice President Julia Caruana

Treasurer, Raneé Berg

Executive Director, Melissa Jenkins

Board member, Chuck Wambeke

Board Member, Jill Peterson

Board member, Sam Beckett via FB

Guest

Kim Gelder via Zoom

Leandra Hill via Zoom

Call to Order:

The meeting was called to order by Julia Caruana.

Approval of Minutes:

Corrections made already:

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Changin"g" on Rodeo Boards - Casey (Almost) "Elmose" is the new president

Still in process 0- Bro"o"ke is spearheading this

The January unapproved minutes were sent prior to the meeting for review.

A motion to accept the meeting minutes was made by Jill

Seconded by christina Kamp Peterson

Motion carried.

Treasurer Report:

Financial statements sent before the meeting. Some of the invoices not matched, and showed up as credit.

Approved Checks

Bill Pmt -Check	02/08/2021	7273	Three Forks Market	Fun Money Reimburse	-30.00
Bill Pmt -Check	02/08/2021	7270	Wheat MT	Fun Money Reimburse	-5.00
Bill Pmt -Check	02/08/2021	7271	Bozeman Chronicle	Christmas Stroll Ad	-180.00
Paycheck	02/08/2021	7281	Jenkins, Melissa	Payroll	-509.46
Paycheck	02/08/2021	7280	Hill, Leandra	Payroll	-486.47
Bill Pmt -Check	02/08/2021	7279	Iron Horse Cafe	Fun Money Reimburse	-25.00
Bill Pmt -Check	02/08/2021	7273	Three Forks Cafe	Fun Money Reimburse	-85.00
Bill Pmt -Check	02/08/2021	7278	Ink Outside	Christmas Lights and Decorations	-607.5
Bill Pmt -Check	02/08/2021	7276	Three Forks Voice	Annual Calendar Sponsorship	-200
Bill Pmt -Check	02/08/2021	7268	Main St. Office	Chocolate Crawl Participant	-12.5

Checks to be made, and was approved: FED 941 Payroll TAX 2nd Quarter

A motion to accept the checks was made by Julia

Seconded by Chuck

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Motion carried.

Executive Directors Report

2 new Members in January

- TLC Excavation - renewed membership for 2021
- KO Concrete Coatings

Report

- The second half of January has been training with Leandra a zoom, phone calls, or in person. Learning the organization of files and duties required, preparing for this meeting, and organizing my home office. A lot of this month has been spent familiarizing myself with the filing system there is a lot to learn.
- I sent out all of the membership renewals from 12/20 up until 3/1/21. We had TLC renew their membership, they had previously not renewed and are glad to have them back. We have KO Concrete that are new members and I am learning all of the steps that go along with new membership. I also have a list of businesses that are not currently members I plan on reaching out to as well, I have sent the list to Jill to help get some new members. Many members have been paying their renewals online with the link I have been sending them in quickbooks, it seems to be going well. I have had several requests for 2020 plaque tabs as well.
- Leandra and I will get together February 11th to wrap up the VIC grant, after that we will schedule a date to organize the storage shed more and get a list of inventory going.
- The Unemployment Insurance rate has changed for 2021 and has been changed in quickbooks.
- The PPP loan has been submitted to FCB, Adam Miller and Brooke helped with that. Adam Miller has forwarded the application for submission to the SBA. We should have an approval early this week and then we'll get started on the loan documents.
- I will be doing 'Chamber Day' at my office in Three Forks every Thursday 9am to 2pm so we have a place for people to go and discuss chamber business in person. If I have to close the office, for example post-season basketball, I will post the closure on FB and I will bring the laptop and phone with me.
- The old laptop has locked up a couple of times and I can not access quickbooks from anywhere other than the laptop.
- The Calendar Sponsorship for the Calendar was in the approved Budget, but I wanted to make sure this is still okay with the Board to sponsor the Voice's Calendar.
- Chocolate Crawl currently has 20 participants, and hopefully gets some people out shopping locally and supporting the businesses around TF an event page has been made and updates are being posted.
- Since the City pays the power bill on the Christmas lights, the Chamber should clarify to the city if lights plan on being used more. There was confusion with the January minutes sent out.

C&E Development

- Committee Report
- Steering Committee -met about 2 weeks ago – discussing metrics - how are we going to see if what we are suggesting and shooting for if it is actually happening. For instance, the growing business community - wanted to figure out a way to see if the efforts after we get through the process if it is making a difference. City has asked the chamber to come up with metrics to measure success. Had the city export list to start adding new members of businesses to compare to the list of current membership- to create a starting point.
- Billboard update - need to get Dean's number - Brooke

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working on contract. Julia or Leandra will get a phone number.

Ambassadors

- Plaques & Tags - Get both 2020 and 2021 plaques and tags get delivered to all new members - we have 2 more new ones. Discuss sending 2 years at once.
 - Ribbon cuttings - check into TF Laundromat & the The Shoppe
 - VIC meeting for location update Pat and Brooke have been in contact - this week or next week will meet.

Special Events

- Chocolate Crawl update - Rides look iffy
- Annual Dinner update - Date changed to April 24. DJ and event complex good with dates. Noon next Monday via Zoom.

New Business

- Welcome Sam Beckett - Ambassador Committee.
- July 16 & 17 TF Rodeo May 1 & 2 High School Rodeo - moving forward as rodeo will happen.

Old Business

Motioned to adjourn Julia

Seconded Chuck

Motion passed.

Next meeting – Monday, March 8th – @ 1:00 pm at the Three Forks Library/TBD

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