

**The Fauquier Chamber of Commerce
Board of Directors Meeting
Wednesday, July 19, 2023 – 8:30AM
Path Resource Center – Warrenton, VA**

Directors Present: Ray Knott, Amelia Stansell (Zoom), Priscilla Hottle, Caitlin Adkins, Benjamin Musser, Michelle Coe (Zoom), Sarah Yakel, Carmen Rivera, and Rebecca Segal

Board Members Absent: Angela Thomas, Lorna Magill, Dawn Arruda

Staff Present: Alec Burnett

Ex Officio Members Present: None

Meeting called to order by Ray Knott, Chair of the Board of Directors @ 8:33AM

Consent Agenda: **Minutes from the June 21, 2023 - Board Meeting were presented to the Board of Directors.**

Financial Statement Review – Sarah Yakel presented a review of the financial statements that were included in the Board information package. This included a review of the Chamber’s performance through the YTD month ending 6/30/23 and a comparison to the budget. Additionally, a review of the accounts receivable of the Chamber was discussed.

A motion was entered by Benjamin Musser to approve both consent agenda items, and the motion was seconded by Carmen Rivera. With no further discussion the motion was carried unanimously.

Finance Committee – Alec Burnett provided an update from the July Finance Committee meeting. It was noted that the Finance Committee would be holding discussions regarding a review of the option for a tiered dues structure, and/or review of current dues levels.

Economic Development & Legislative Affairs Committee – Alec provided an update on the most recent meeting and highlighted that the committee is working on the Legislative Update and Candidate Forums. They are finalizing the program and more information is forthcoming.

Member Engagement – Carmen Rivera noted that the Member Engagement Committee has not had a meeting in July due to the summer season, and that meetings would be resuming in September.

Councils - Amelia provided an update on the activities of the various councils.

Events Committee Update – Ray Knott provided an update on the work of the Events Committee

New Member Applications – Alec Burnett presented New Baltimore Volunteer Fire and Rescue Company as a new non-profit member application. A motion to approve New Baltimore Volunteer Fire and Rescue Company as a new member was made by Carmen Rivera and seconded by Benjamin Musser. With no further discussion the motion was carried unanimously.

Executive Update – Alec Burnett

- Alec noted that the Chamber had 4 former members reinstated, which were Boys and Girls Club, Barking Rose Brewery, NOVA Hemp and Ledo Piza. Further he noted that they deactivated 24 members due to not renewing their membership. He further noted that most of these were not very active.
- Alec provided an update on the Digital Directory, and the plans for a August publication date.
- Alec provided a review of the mid year “halftime” report of the Chamber. This included both a financial analysis and comparison to prior years for use by the Board. Additionally, he provided a review of the report that will be sent out to the membership, outlining the activities of the Chamber.

- Alec noted he was beginning to create a framework for the 2024 budget and would be working with the Finance Committee on the review of a tiered dues structure, a review of the dues for possible increase, other possible recommendations regarding membership and dues structure.
- Alec provided an overview of the Chamber's current accounts receivable and other membership matters for discussion with the Board.
- Alec noted that the Fall Festival applications for vendors continues to be ahead of last year, and currently had 88 of 130 booths sold, and 4 of the 5 food truck spots sold. Also noted that 1 of the Silver Sponsorships had been sold, along with the 2 Bronze Sponsorships.
- Alec presented the Board with an idea around a video blog noted as the Small Business Minute for review and discussion.

Old Business -No other old business was brought before the Board.

New Business – Notice of the planned Board Strategic Planning Meeting was discussed. Looking at 4 date options of Friday 9/8, Monday 9/11, Wednesday 10/4 or Thursday 10/5. A request was made for Board Members to provide their availability via email before the next Board Meeting.

A motion was made by Carmen Rivera to adjourn the meeting, and the motion was seconded by Ameila Stansell. With no discussion the motion was carried unanimously.

The meeting adjourned at 9:32 a.m.

Ray Knott, Chair of the Board of Directors