



Fauquier Chamber of Commerce

Board of Directors

Meeting held in person at

PATH Foundation Building – Rappahannock Meeting Room

February 15th, 2023 8:30am

Mission: The Fauquier Chamber helps the community do business so that we all can thrive through Relationships, Resources and Revitalization.

8:30 Call to order – Ray Knott, Chairman

8:30 – 8:45 Reports

- a. Consent Agenda
 - i. Approval of Minutes from January 18th 2023 Board Meeting
- b. Review of President Reports
 - i. New Member Applications
 - ii. Member count and types by end of previous month
- c. Financials Update (Sarah Yakel)
- d. Committee Reports/Updates
 - i. Finance (Sarah Yakel)
 - ii. Economic Development/Legislative Affairs (Lorna Magill)
 - iii. Member Engagement (Carmen Rivera)
 - iv. Councils (Amelia Stansell)
 - v. Events (Ray Knott)

8:45 – 9:00 Ex Officio Updates/Comments

- a. Fauquier Economic Development – Doug Parsons
- b. Fauquier Schools – Dr. Jeck
- c. Town of Warrenton -

9:00 – 9:30 Guest Presentation – Laurel Ridge Community College – Technology Academies and Trades Building
Dr. Craig Santicola and Christopher Coutts

9:30 – 9:45 Executive Update – Alec Burnett

- a. Marketing Update
 - a. 2023 Business Directory

9:45 – 9:55 New Business

9:55 – 10:00 Roundtable

10:00 Adjourn

The next Meeting of the 2023 Board of Directors – **March 15th 8:30 am**

**The Fauquier Chamber of Commerce
Board of Directors Meeting
Wednesday January 18, 2023 8:30AM
Meeting held at Atlantic Union Bank, 37 Main Street, Warrenton, Virginia**

Directors Present: Angela Thomas, Ray Knott, Lorna Magill, Wes Shortridge, Dawn Arruda, Amelia Stansell, Sarah Yakel, Priscilla Hottle, Caitlin Atkins, Benjamin Musser

Board members Absent (excused by chair): Rebecca Segal

Board Members Attending on Zoom (Policy exception by chair): Michelle Coe, Carmen Rivera,

Staff Present: Alec Burnett

Ex officio (non-voting) members present: Doug Parsons

Called to Order at 8:39 AM by Ray Knott, Chair of the Board of Directors, with a quorum present

**Motion entered by Amelia Stansell to accept consent agenda as presented including:
Minutes from December 21, 2022 meeting**

Seconded by Benjamin Musser
Motion carries unanimously

Motion to accept financial report as presented by Sarah Yakel entered by Amelia Stansell

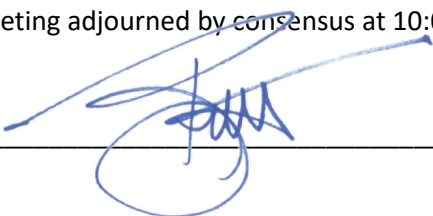
Motion seconded by Lorna Magill
Motion carries unanimously

Motion entered by Amelia Stansell to accept Heroic Axe; Techvo, LLC; and Ahlstrom Farms as new chamber members.

Seconded by Benjamin Musser
Motion carries unanimously

Next Board Meeting February 15, 2022, PATH Resource Center

Meeting adjourned by consensus at 10:03 AM



Ray Knott, Chairperson

_____ F. Wesley Shortridge, Secretary

Action Item Agenda

Action Item	R/I	Target Date	Status
Health Insurance Proposal	Alec	10/22, 11/22, 12/22, 1/23	To be discussed at October 2022 board meeting Discussion moved to November 2022 board meeting Discussion moved to future meeting

Fauquier Chamber

Balance Sheet Comparison

As of January 31, 2023

	TOTAL			
	AS OF JAN 31, 2023	AS OF JAN 31, 2022 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
1010 VNB Checking 6806	32,905.63	28,894.00	4,011.63	13.88 %
1035 Suspense Account	0.00	-125.00	125.00	100.00 %
1220 Edward Jones Investment Account	100,816.33	100,349.17	467.16	0.47 %
Total Bank Accounts	\$133,721.96	\$129,118.17	\$4,603.79	3.57 %
Other Current Assets				
1260 Prepaid Luncheon Expenses	800.00	500.00	300.00	60.00 %
A/R Virginia Employment Commission	0.00	2,508.60	-2,508.60	-100.00 %
Total Other Current Assets	\$800.00	\$3,008.60	\$ -2,208.60	-73.41 %
Total Current Assets	\$134,521.96	\$132,126.77	\$2,395.19	1.81 %
TOTAL ASSETS	\$134,521.96	\$132,126.77	\$2,395.19	1.81 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
Chase Credit Card	265.46		265.46	
Total Credit Cards	\$265.46	\$0.00	\$265.46	0.00%
Other Current Liabilities				
2100 Payroll Liabilities	0.00	0.00	0.00	
2105 PR Liability_EE Federal Taxes WH	920.41	949.26	-28.85	-3.04 %
2110 PR Liability_EE VirginiaTaxes WH	368.00	398.00	-30.00	-7.54 %
2115 PR Liability_ER FUTA Tax	51.09	55.00	-3.91	-7.11 %
2120 PR Liability_ER Medicare SS Tax	702.40	701.25	1.15	0.16 %
2125 PR Liability_ER VEC Tax	30.30	30.25	0.05	0.17 %
Total 2100 Payroll Liabilities	2,072.20	2,133.76	-61.56	-2.89 %
Total Other Current Liabilities	\$2,072.20	\$2,133.76	\$ -61.56	-2.89 %
Total Current Liabilities	\$2,337.66	\$2,133.76	\$203.90	9.56 %
Total Liabilities	\$2,337.66	\$2,133.76	\$203.90	9.56 %
Equity				
1110 Retained Earnings - C of C	131,639.50	120,773.99	10,865.51	9.00 %
Net Income	544.80	9,219.02	-8,674.22	-94.09 %
Total Equity	\$132,184.30	\$129,993.01	\$2,191.29	1.69 %
TOTAL LIABILITIES AND EQUITY	\$134,521.96	\$132,126.77	\$2,395.19	1.81 %

Fauquier Chamber

Profit and Loss Comparison

January 2023

	TOTAL			
	JAN 2023	JAN 2022 (PY)	% CHANGE	% OF INCOME
Income				
4010 MEMBERSHIP INCOME				
4011 Admin Fees Income	250.00	200.00	25.00 %	1.90 %
4012 Renewal Member Dues Income	3,180.00	5,780.84	-44.99 %	24.16 %
4013 New Member Dues Income	1,180.00	1,020.00	15.69 %	8.96 %
Total 4010 MEMBERSHIP INCOME	4,610.00	7,000.84	-34.15 %	35.02 %
4100 EVENTS INCOME				
4120 Festival Income				
4125 Festival Expense	-103.98			-0.79 %
Total 4120 Festival Income	-103.98			-0.79 %
4130 Legislative Events Income				
4132 Legislative Events Attendee Income	1,160.00	15.00	7,633.33 %	8.81 %
4136 Economic Summit Sponsorship Income		400.00	-100.00 %	
4137 Economic Summit Attendee Income		70.00	-100.00 %	
Total 4130 Legislative Events Income	1,160.00	485.00	139.18 %	8.81 %
4160 Member Orientation				
4161 Member Orientation Sponsorship	43.50			0.33 %
Total 4160 Member Orientation	43.50			0.33 %
4170 After 5				
4171 After 5 Sponsorship	150.00			1.14 %
Total 4170 After 5	150.00			1.14 %
Total 4100 EVENTS INCOME	1,249.52	485.00	157.63 %	9.49 %
4200 NON DUES INCOME				
4204 Corporate Sponsorship Income	6,105.00	5,455.00	11.92 %	46.37 %
4208 Advertising Sponsorships	680.00	320.00	112.50 %	5.17 %
4800 Donated "Rent" Income-New Space	776.46	776.46	0.00 %	5.90 %
Total 4200 NON DUES INCOME	7,561.46	6,551.46	15.42 %	57.44 %
4400 MEMBERSHIP ACTIVITIES INCOME				
4410 FYPG Events Income				
4415 FYPG Events Expense	-131.22			-1.00 %
Total 4410 FYPG Events Income	-131.22			-1.00 %
4430 Member Luncheon Income				
4432 Member Luncheon Attendee Income	25.00			0.19 %
4435 Members Luncheon Expense	-150.00			-1.14 %
Total 4430 Member Luncheon Income	-125.00			-0.95 %
Total 4400 MEMBERSHIP ACTIVITIES INCOME	-256.22			-1.95 %
Total Income	\$13,164.76	\$14,037.30	-6.22 %	100.00 %
GROSS PROFIT	\$13,164.76	\$14,037.30	-6.22 %	100.00 %
Expenses				
5003 Bookkeeping Expense	1,250.00	1,750.00	-28.57 %	9.50 %

Fauquier Chamber

Profit and Loss Comparison

January 2023

	TOTAL			
	JAN 2023	JAN 2022 (PY)	% CHANGE	% OF INCOME
5007 Contract Labor Expense	150.00			1.14 %
5009 Contributions Expense	103.14			0.78 %
5011 Cr Card Processing & Bank Charges Expense	224.29	245.39	-8.60 %	1.70 %
5015 Dues & Subscriptions Expense	151.00	291.30	-48.16 %	1.15 %
5018 Insurance Expense				
5019 General Insurance Expense		264.80	-100.00 %	
Total 5018 Insurance Expense		264.80	-100.00 %	
5023 Meetings / Conventions Expense	250.00			1.90 %
5025 Membership Expense	218.33	189.48	15.23 %	1.66 %
5030 Meals & Entertainment				
5032 Meals - 50%	37.17			0.28 %
Total 5030 Meals & Entertainment	37.17			0.28 %
5031 Office Supplies Expense	167.40	361.21	-53.66 %	1.27 %
5033 Payroll Processing Expense	102.00	97.00	5.15 %	0.77 %
5035 Payroll Tax Expense	783.79	435.87	79.82 %	5.95 %
5039 Postage & Delivery Expense		201.00	-100.00 %	
5048 Rent Expense - PATH Bldg	776.46	776.46	0.00 %	5.90 %
5051 Simple IRA Company Contribution Expense	230.00	100.00	130.00 %	1.75 %
5053 Technology Expense				
6054 Software Costs	831.19	621.65	33.71 %	6.31 %
6055 Utility Costs	265.46	276.37	-3.95 %	2.02 %
6056 Equipment Rental	405.62	296.09	36.99 %	3.08 %
6057 IT Services	104.00	200.00	-48.00 %	0.79 %
Total 5053 Technology Expense	1,606.27	1,394.11	15.22 %	12.20 %
5055 Telephone Expense	128.81	128.81	0.00 %	0.98 %
5060 Wages Expense				
5062 Salary Expense		4,583.33	-100.00 %	
5063 Wages_Admin	1,515.00			11.51 %
5064 Wages_Exec Director	7,666.66			58.24 %
Total 5060 Wages Expense	9,181.66	4,583.33	100.33 %	69.74 %
Total Expenses	\$15,360.32	\$10,818.76	41.98 %	116.68 %
NET OPERATING INCOME	\$ -2,195.56	\$3,218.54	-168.22 %	-16.68 %
Other Income				
7005 Investment Income	10.36	1.15	800.87 %	0.08 %
7010 Unrealized Gains/Losses		814.33	-100.00 %	
Previous Year Income	3,430.00	5,185.00	-33.85 %	26.05 %
Total Other Income	\$3,440.36	\$6,000.48	-42.67 %	26.13 %
Other Expenses				
Previous Year's Expenses	700.00	0.00		5.32 %
Total Other Expenses	\$700.00	\$0.00	0.00%	5.32 %
NET OTHER INCOME	\$2,740.36	\$6,000.48	-54.33 %	20.82 %

Fauquier Chamber

Profit and Loss Comparison

January 2023

TOTAL				
	JAN 2023	JAN 2022 (PY)	% CHANGE	% OF INCOME
NET INCOME	\$544.80	\$9,219.02	-94.09 %	4.14 %

ACCOUNTS RECEIVABLE REPORT AS OF 1.31.23

		# Invoices	# Unpaid	Value of		Unpaid		% Paid to	
Date Generated	Renewal Month	Sent	Invoices	Renewals	Credits/Drops	Updated Value	Balance	Amt Paid	Renewals
12.2.20	Jan-21	54	0	\$13,154.17	(\$7,284.17)	\$5,870.00	\$0.00	\$5,870.00	45%
1.5.21	Feb-21	47	0	\$13,239.16	(\$5,392.91)	\$7,846.25	\$0.00	\$7,846.25	59%
2.3.21	Mar-21	35	0	\$8,711.67	(\$3,731.67)	\$4,980.00	\$0.00	\$4,980.00	57%
3.3.21	Apr-21	34	0	\$8,266.67	(\$4,650.42)	\$3,616.25	\$0.00	\$3,616.25	44%
4.2.21	May-21	38	0	\$8,976.66	(\$3,965.41)	\$5,011.25	\$0.00	\$5,011.25	56%
5.3.21	Jun-21	26	0	\$7,031.67	(\$2,865.42)	\$4,166.25	\$0.00	\$4,166.25	59%
6.1.21	Jul-21	25	0	\$6,598.75	(\$3,587.50)	\$3,011.25	\$0.00	\$3,011.25	46%
7.2.21	Aug-21	26	0	\$6,684.17	(\$3,368.75)	\$3,315.42	\$0.00	\$3,315.42	50%
8.2.1	Sep-21	26	0	\$7,616.66	(\$4,298.75)	\$3,317.91	\$0.00	\$3,317.91	44%
9.3.21	Oct-21	56	0	\$13,996.67	(\$6,645.00)	\$7,351.67	\$0.00	\$7,351.66	53%
10.4.21	Nov-21	38	0	\$9,666.67	(\$3,761.25)	\$5,905.42	\$0.00	\$5,905.42	61%
11.1.21	Dec-21	62	3	\$23,880.41	(\$3,260.00)	\$20,620.41	\$735.00	\$19,885.41	83%
		2021 TOTALS		\$127,823.33	-\$52,811.25	A/R 2021 Dues	\$735.00	55% 2021 Average % Paid	
12.2.21	Jan-22	33	0	\$7,751.67	(\$2,961.25)	\$4,790.42	\$0.00	\$4,790.42	62%
1.3.22	Feb-22	30	0	\$10,330.42	(\$1,860.00)	\$8,470.42	\$0.00	\$8,470.42	82%
2.2.22	Mar-22	31	1	\$7,962.91	(\$1,940.00)	\$6,022.91	\$245.00	\$5,777.91	73%
3.1.22	Apr-22	19	2	\$5,650.00	(\$1,770.00)	\$3,880.00	\$490.00	\$3,390.00	60%
4.4.22	May-22	27	0	\$7,180.00	(\$3,895.00)	\$3,285.00	\$0.00	\$3,285.00	46%
5.4.22	Jun-22	14	1	\$4,350.00	(\$1,080.00)	\$3,270.00	\$245.00	\$3,025.00	70%
6.1.22	Jul-22	13	2	\$3,195.00	(\$735.00)	\$2,460.00	\$625.00	\$1,835.00	57%
7.5.22	Aug-22	34	3	\$9,070.00	(\$1,685.00)	\$7,385.00	\$715.00	\$6,670.00	74%
8.1.22	Sep-22	23	1	\$6,572.50	(\$2,025.00)	\$4,547.50	\$245.00	\$4,302.50	65%
9.1.22	Oct-22	34	9	\$9,025.00	(\$490.00)	\$8,535.00	\$1,920.00	\$6,615.00	73%
10.5.22	Nov-22	25	7	\$7,315.00	\$0.00	\$7,315.00	\$2,075.00	\$5,240.00	72%
11.1.22	Dec-22	60	16	\$22,760.00	\$0.00	\$22,760.00	\$5,165.00	\$17,595.00	77%
		2022 TOTALS		\$101,162.50	-\$18,441.25	A/R 2022 Dues	\$11,725.00	68% 2022 Average % Paid	
12.5.22	Jan-23	33	14	\$8,320.00	(\$345.00)	\$7,975.00	\$3,650.00	\$4,325.00	52%
1.3.23	Feb-23	37	25	\$11,330.00	(\$460.00)	\$10,870.00	\$8,180.00	\$2,690.00	24%
						AR 1.31.23 DUES ONLY!	\$24,290.00	38% 2023 Average % Paid	
2.2.23	Mar-23	35	35	\$8,982.50	\$0.00	\$8,982.50	\$8,982.50		
		2023 TOTAL		\$28,632.50	(\$805.00)				

Per ChamberMaster AR Report 1.31.23		CATEGORY BREAKOUT OF AR as of 1.31.23	
Current		Festival	\$425.00
1-30 Days		Events	\$270.00
31-60 Days		Sponsorships	\$3,500.00 Corporate
61-90 Days		Sponsorships	\$1,145.00 Advertising
91 - 120 Days		Sponsorships	
120+ Days		Dues	\$24,290.00
AR 90+	\$7,310.00		
Ratio	23%		
March 2023 Renewals			
TOTAL A/R			

A/R Aging Summary Report
January 31, 2023

Member Name	Current	1 - 30	31 - 60	61 - 90	91 - 120	> 120	Total
Special Olympics Virginia Area 27	165.00	0.00	0.00	0.00	0.00	0.00	165.00
2ND TO NUNN SPORTS INC.	0.00	165.00	0.00	0.00	0.00	0.00	165.00
A&M Septic Service LLC	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Allstate - The Mautz Agency, LLC	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Altered Suds	0.00	245.00	0.00	0.00	0.00	0.00	245.00
Amore Care Health and Wellness	0.00	0.00	0.00	0.00	0.00	245.00	245.00
B. Riley Wealth Management	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Barking Rose Brewing Co. + Farm	0.00	200.00	0.00	0.00	0.00	0.00	200.00
Base-Kamp	0.00	0.00	0.00	0.00	215.00	0.00	215.00
Benevolence United	0.00	0.00	0.00	0.00	0.00	165.00	165.00
Blue Line Studios	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Blue Ridge Orthopaedic & Spine Center	1125.00	0.00	0.00	0.00	0.00	0.00	1125.00
Boys & Girls Club of Fauquier	0.00	165.00	0.00	0.00	0.00	0.00	165.00
Center for Holistic Psychotherapy	0.00	245.00	0.00	0.00	0.00	0.00	245.00
Chestnut Forks Tennis & Fitness	0.00	0.00	0.00	245.00	0.00	0.00	245.00
CroppMetcalfe	460.00	0.00	0.00	0.00	0.00	0.00	460.00
Dominion Energy Services, Inc.	0.00	0.00	0.00	895.00	0.00	0.00	895.00
Ewa Coaching LLC	0.00	245.00	0.00	0.00	0.00	0.00	245.00
Fathom Realty	345.00	0.00	0.00	0.00	0.00	0.00	345.00
Fauquier Botanical Garden	0.00	0.00	0.00	165.00	0.00	0.00	165.00
Fauquier Channel One	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Fauquier County Department of Fire, Rescue and Emergency Management	165.00	0.00	0.00	0.00	0.00	0.00	165.00
Fauquier County Fair	0.00	0.00	0.00	165.00	0.00	0.00	165.00
Fauquier County Farm Bureau	0.00	0.00	0.00	245.00	0.00	0.00	245.00
Fauquier Health Physician Services	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Fauquier Health Rehabilitation & Nursing Center	0.00	0.00	0.00	895.00	0.00	0.00	895.00
Fauquier Health System	0.00	0.00	0.00	1125.00	0.00	0.00	1125.00
Fauquier Health Wellness Center	0.00	0.00	0.00	245.00	0.00	245.00	490.00
Fauquier SPCA	0.00	165.00	0.00	0.00	0.00	0.00	165.00
Fauquier Times	0.00	0.00	0.00	0.00	0.00	460.00	460.00
Fauquier Youth Orchestra	0.00	0.00	0.00	165.00	0.00	0.00	165.00
Freiling Agency, LLC	0.00	0.00	0.00	0.00	295.00	0.00	295.00
Great Marsh Estate	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Greeley CRE	0.00	0.00	0.00	245.00	0.00	0.00	245.00
Hidden Hills Hemp	0.00	0.00	0.00	200.00	0.00	0.00	200.00
Home Sweet Home Improvements	0.00	0.00	0.00	245.00	0.00	0.00	245.00
HouseMaster of Bull Run	0.00	245.00	0.00	0.00	0.00	0.00	245.00
ICS Financial	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Independence Empowerment Center, Inc.	0.00	0.00	720.00	0.00	0.00	0.00	720.00
Independent Consultant	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Infiniti Mortgage Solutions Inc	0.00	0.00	0.00	0.00	0.00	345.00	345.00
Janice S. Sutton Insurance Agency Inc.	0.00	0.00	0.00	245.00	0.00	0.00	245.00

Jennifer S. Burke, CPA	245.00	0.00	0.00	0.00	0.00	0.00	245.00
JTC, Inc.	0.00	460.00	0.00	0.00	0.00	0.00	460.00
Kona Ice of Culpeper, Locust Grove, Warrenton	245.00	0.00	0.00	0.00	0.00	0.00	245.00
KRT Architectural Signage, Inc.	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Liberty Mutual Insurance - Morgan Applegate	0.00	0.00	0.00	245.00	0.00	0.00	245.00
Liberty Waste Services LLC	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Lifestyle Physicians	0.00	0.00	0.00	50.00	0.00	425.00	475.00
Marianne Clyde: Retired Family Therapist, Business Coach, Author and Speaker	0.00	75.00	0.00	0.00	0.00	0.00	75.00
MBR Disposal Services, LLC	0.00	0.00	0.00	245.00	0.00	0.00	245.00
MIDDLEBURG SALES	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Moo Thru	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Moo Thru Mobile Warrenton	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Morrison, Ross and Whelan	345.00	0.00	0.00	0.00	0.00	0.00	345.00
MP Copiers, Inc.	0.00	0.00	0.00	115.00	0.00	0.00	115.00
Mulford Mediation - Legal Alternatives Inc.	0.00	0.00	0.00	245.00	0.00	0.00	245.00
NAACP Fauquier County Branch 7059-B	165.00	0.00	0.00	0.00	0.00	0.00	165.00
Naked Mountain Winery	0.00	0.00	0.00	0.00	0.00	200.00	200.00
NFM Lending	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Non-Member Event Registrations	0.00	0.00	0.00	295.00	200.00	150.00	645.00
Northern Piedmont Sports Club - NPSC	165.00	0.00	0.00	0.00	0.00	0.00	165.00
Old Dominion Electric Coop. - Marsh Run Power Station	345.00	0.00	0.00	0.00	0.00	0.00	345.00
Outpatient Imaging Culpeper	0.00	0.00	0.00	0.00	510.00	0.00	510.00
Ovoka Farm	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Pawz Paradise Dog Daycare	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Phoenix Advantage LLC	0.00	245.00	0.00	0.00	0.00	0.00	245.00
Piedmont Dispute Resolution Center	0.00	0.00	0.00	165.00	0.00	0.00	165.00
Precision Orthopedics and Sports Medicine at Warrenton	0.00	0.00	0.00	0.00	0.00	245.00	245.00
PRIMIS Bank	0.00	345.00	0.00	0.00	0.00	0.00	345.00
PS Landscape + Design	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Renee A. Davis	0.00	0.00	0.00	0.00	0.00	75.00	75.00
Secure Home Inspections, LLC	0.00	0.00	0.00	0.00	0.00	225.00	225.00
Semper K9 Assistance Dogs	0.00	0.00	0.00	165.00	0.00	0.00	165.00
Shawn's Smokehouse BBQ of Warrenton	245.00	0.00	0.00	0.00	0.00	0.00	245.00
SpotOn	0.00	0.00	0.00	0.00	0.00	295.00	295.00
St. Michael's Academy	0.00	0.00	0.00	0.00	0.00	165.00	165.00
Sweetbay Publishing LLC - Brookside Neighbors	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Tall Oaks Enterprises, LLC	0.00	0.00	0.00	245.00	0.00	0.00	245.00
The Bariatric & Metabolic Weight Loss Center	245.00	0.00	0.00	0.00	0.00	0.00	245.00
The Natural Marketplace	0.00	0.00	0.00	0.00	0.00	245.00	245.00
The Villa at Suffield Meadows	0.00	0.00	0.00	245.00	0.00	245.00	490.00
Tobaccology LLC	0.00	0.00	0.00	0.00	0.00	245.00	245.00
Truist Bank	0.00	605.00	0.00	0.00	0.00	0.00	605.00
United Real Estate Horizon	0.00	245.00	0.00	0.00	0.00	0.00	245.00
UVA Community Credit Union	3500.00	0.00	0.00	0.00	0.00	0.00	3500.00
Van Metre Communities	1125.00	0.00	0.00	0.00	0.00	0.00	1125.00
Wakefield Country Day School	0.00	0.00	0.00	245.00	0.00	0.00	245.00

Warrenton Mini Storage	0.00	0.00	0.00	245.00	0.00	0.00	245.00
Wollam Gardens	245.00	0.00	0.00	0.00	0.00	0.00	245.00
Wrap Buddies, LLC	0.00	0.00	0.00	0.00	0.00	245.00	245.00
XS Telecom, LLC	345.00	0.00	0.00	0.00	0.00	0.00	345.00
Total	12170.00	3650.00	720.00	7585.00	1220.00	6090.00	31435.00

**The Fauquier Chamber of Commerce
Executive Committee Meeting
Wednesday February 8, 2023, 8:30 AM
Meeting held at PATH Resource Center and Zoom**

Present: Wes Shortridge, Michelle Coe, Alec Burnett, Ray Knott, Carmen Rivera, Lorna Magill, Amelia Stansell

Absent: Dawn Arruda (excused), Sarah Yakel (excused)

Called to Order at 8:32 am by Ray Knott, Chair of the Board of the Committee with a quorum present

Motion to accept consent agenda (prior month's minutes) for presentation to board of directors entered by Amelia Stansell

Seconded by Dawn Arruda

Motion carries unanimously

Motion to accept financial report for presentation to board of directors entered by Carmen Rivera

Seconded by Michelle Coe

Motion carries unanimously

Committee Discussions – Each of the Vice Chair's provided an update for each of the respective committees. No items presented required committee action.

Management Report and Update – Alec provided updates on the staffing plan, and candidates he was looking to interview for the officer manager role. He also shared the Business Continuity Plan in draft form. He provided updates on the business directory plan and the Virginia Chamber sponsored health insurance program. He also reviewed the new website and noted a delay in launching the website until after February 16, 2023 as they finalize building out some of the pages.

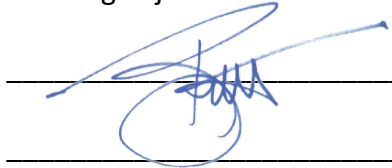
New Business – No new business was presented to the committee

Next executive committee meeting is March 8, 2023 at 8:30am, PATH Resource Center

Motion to adjourn entered by Amelia Stansell

Motion Carries unanimously

Meeting adjourned at 9:23 AM



Ray Knott, Chairperson

F. Wesley Shortridge, Secretary

_____/_____

**Fauquier Chamber of Commerce
Events Committee Meeting Minutes
February 1, 2023**

Members Present:

Ray Knott, Co-Chair, Michelle Coe, Co-Chair, Dawn Arruda, Co – Chair, Gloria Williams, Chair of the Valor Awards, Andy Rose, Chair of the Fall Festival, and Alec Burnett

Minutes:

The Fauquier Chamber of Commerce Events Committee meeting was called to order at 3:04 p.m. by committee Co-Chair, Ray Knott

The initial discussion was an overview of the Events Committee and the goals and objectives of the committee. During the overview discussion, the budgets for each event that was approved by the Chamber Board was shared and discussed. The presented budgets are below:

Events	
Valor Awards Sponsorship	\$ 7,500.00
Valor Awards Attendee	\$ 2,000.00
Valor Awards Expense	\$ (5,000.00)
Total Valor Awards	\$ 4,500.00
Fall Festival Sponsor	\$ 5,000.00
Fall Festival Booth Fees	\$ 22,000.00
Fall Festival Costs	\$ (6,000.00)
Total Festival Festival	\$ 21,000.00
Gala Sponsorship	\$ 15,000.00
Gala Attendee	\$ 10,000.00
Gala Auction/Raffle Tickets	
Gala Expenses	\$ (25,000.00)
Total Gala	\$ -
Signature Series Sponsorship	
Signature Series Attendee	
Signature Series Expense	
Total Seignature Series	
Total Major Events	\$ 25,500.00

Gloria Williams inquired as to how the annual corporate sponsorships were to be handled from a budget standpoint, specifically how it would impact the Sponsorship budgeted income. Alec Burnett advised that a portion of the annual sponsorships that select the Valor Awards as their major event, would have a portion of their sponsorship paid to be allocated and recognized as sponsorship income to the specific

event. This needs to be worked out with the Chamber's bookkeeper to insure the revenue is correct recognized to the appropriate event.

Sub Committee Reports:

Valor Awards (Wednesday 4/19/23) -Gloria Williams provided an update on the recent Valor Awards Committee meeting. She advised that the program design had been completed and is pending final content to have it printed. Peggy Fox has been booked as the MC. Fauquier Springs Country Club has been booked at the venue. They are working with FSCC on the catering. Likewise, they are working on soliciting advertisers and sponsors.

Fall Festival (Saturday 9/23/23) – Andy Rose advised that the kick off meeting of the Fall Festival Committee would be 2/27/23. He reported that the date has been secured with the Town. Additionally, he reported that the Chamber is looking to use a new vendor management software system in lieu of hiring a temporary event planner. The new vendor management software is Convention Force. This system would cost the Chamber 1% of the vendor booth fees, and the credit card merchant fees. It is expected to reduce the Chamber's overall expense, and dramatically reduce the burden on vendor management from the Chamber staff. Expected to have a positive net gain on the Chamber return on the event.

Annual Meeting/Gala (Thursday 11/2) – This committee is still looking for a Chair, however, we have some committed committee members, and will look to have an initial committee meeting kick off in late February. Looking to secure a venue and March, and investigating an option of engaging with the Fauquier Schools culinary programs as a possible catering option. More to be discussed at the March Events Committee Meeting.

The signature series committee is still in development.

No other business was brought before the Events Committee so the meeting was adjourned at 3:58 pm.

Respectfully,

Ray Knott
Events Committee Co-Chair

**The Fauquier Chamber of Commerce
Governance and Nominating Committee
Tuesday February 7, 2023 9:00 AM
Meeting held in personal and via Zoom Conference**

Members Present: In Person Attendees - Margie Markham, Benjamin Musser, Alec Burnett, Ray Knott, Wes Shortridge, Chris Coutts, Michelle Coe **Zoom Attendees** - Amelia Stansell

Members absent: Dawn Arruda (excused)

Meeting called to order at 9:04 am by Ray Knott, Chairman

There were no minutes from the December 7, 2022 meeting to review, so the meeting moved to discussion of old business.

Old Business: The committee reviewed and discussed the Chamber's new org chart and committee rosters.

The committee also discussed development of a new board candidate list for 2024 and beyond. This list would be developed by the GNC through looking at involvement and engagement of members that are active within the Chamber, and identifying leaders within the various chamber committees.

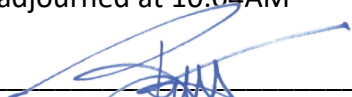
New Business: A discussion was had in regards to the Chamber's Accounting and Financial Policy and Procedures. The document was last reviewed and update in 2019. Discussion was held that recommended the GNC look at the policies and guidance section of the document, with the Finance Committee being assigned the task of reviewing making recommendations to the GNC for any changes in procedures.

Next executive committee meeting is April 4, 2023, 9:00AM PATH Resource Center, Conference Room

Motion to adjourn entered Michelle Coe

Motion Carries unanimously

Meeting adjourned at 10:04AM

 Ray Knott, Chairman

Action Item Agenda

Action Item	R/I	Target Date	Status
Board Candidates List	GNC	4/23	GNC to draft list of potential board candidates
Finance Policy	GNC	4/23	GNC to recommend edits to current policy

_____/_____