



**Fauquier Chamber of Commerce
Executive Committee Meeting
*Meeting held in person at
PATH Resource Center Conference Room*
June 14, 2023 8:30 am**

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 Consent Agenda

- a. Approval of the Minutes of the May 10, 2023 Meeting

8:35 – 8:45 Officer Updates – Committee Discussions

- a. Financial Statement Overview – Sarah Yakel
- b. Economic Development/Legislative Affairs – Lorna Magill
- c. Member Engagement – Carmen Rivera
- d. Councils – Ray Knott on Behalf of Amelia Stansell
- e. Events – Ray Knott
- f. GNC – Ray Knott

8:45 – 9:10 Management Report and Updates – Alec Burnett

- a. Update on Digital Directory – Progress to date – Ad Sales – Publication Date
- b. Staffing Changes
 - i. Connie Corwin Resignation
 - 1. Debrief
 - ii. Plan for Filling Admin Support Position
 - 1. Review of Job Description
 - iii. Staff Plan Current State and Future State
 - 1. Develop Strategy
- c. Other Business and Operational Matters from President for discussion

9:10 – 9:20 Old Business

- a. Financial Accounting Policy and Procedures
 - i. GNC Recommends Approval by Board of the updated policy and procedures
 - ii. Edited version and clean version provided

9:20 – 9:25 New Business

9:25 – 9:30 Roundtable

9:30 Adjourn

The next Meeting of the 2023 Executive Committee – **June 14, 2023 - 8:30 AM**
Location: PATH Resource Center Conference Room