



A dba company of the Hotchkiss Community Chamber of Commerce  
**Regular Meeting Agenda and Year to Date Financial Analysis**  
**Thursday, August 17th, 2023, at 5:30pm**

- 1. Meeting Opening**
  - i. July 24<sup>th</sup> Minutes review and Board approval
  - ii. Director Appointments
  - iii. Election of Officers
  
- 2. Executive Director Discussion**
  - i. Executive Director offer of resignation to Board
  
- 3. Treasurer's Report:**
  - i. Checking Account Balance: **(\$731.10 as of 8/15/23)**
  - ii. Money Market Balance: **(\$23,602.07 as of 8/15/23)**
  - iii. Year to Date Financial Results and Analysis as of 8/11/2023
    1. YTD Expenses: **\$10,749.64**
    2. YTD Membership Revenue: **\$6,712.00**
    3. YTD Sign Revenue: **\$200.00**
  
- 4. Previous Meeting Discussion Updates (Old Business)**
  - i. Anne – Holiday Arts & Crafts Fair
  - ii. Alex – Chamber After Hours
  - iii. Terry – Town of Hotchkiss Beautification Program, Mapping Project
  - iv. Terry - Hotchkiss-Crawford Historical Museum “A Sense of Retailer Place”
  
- 5. Annual Meeting Planning and 2024 Colorado Grand Planning**
  - i. Regular Meeting Scheduled for November 17 (one week before Thanksgiving). Bylaws allow the meeting date to be changed.
  - ii. Only two more meetings before (September & October)
  - iii. Date and Presentation of NFV Mission and Bylaws to Members
  - iv. Merchant Herald Announcement Ads, Proxy Votes and Quorum Rules
  - v. Creation of CO Grand and Annual Meeting Committee by Board Vote
  
- 6. Chamber Administrative and Membership Functions Options**
  
- 7. Reduce the Newsletter to a monthly newsletter, instead of Weekly.**
  
- 8. Transfer of remaining data/spreadsheets and login information from Executive Director to the Board.**

<b>North Fork Valley Chamber of Commerce</b>			
<b>YTD Inflows (Revenue) and Outflows (Expenses)</b>			
<b>And Financial Analysis</b>			
<b>From 12/15/2022 to 8/15/2023</b>			
	<b>Expenses (Outflows)</b>		
Admin	(\$1,517.13)		
Admin - Kiosk	(\$43.12)		
Admin - Members	(\$1,377.69)		
Admin - Newsletter	(\$845.00)	\$65 Per Newsletter	
Admin - Staff	(\$1,620.00)		
Admin - Web	(\$585.36)	Hosting and Web Software	
		<b>Total Admin Expenses</b>	<b>(\$5,988.30)</b>
Arts & Craft Fair	(\$300.00)	Note - Memorial Hall rental 2022	
Ads - General	(\$1,150.00)	Annual Visitor Guides & Other	
Dues to Organizations	(\$620.00)	One Delta, Creative Coalition, etc.	
Sponsor TOH Beauty	(\$840.24)	Note This is 2 years of expenses	
Sponsorship	(\$1,000.00)	Fair, Pioneer Days, Mtn Harvest, etc.	
Road Signs Expense	(\$826.10)	Note - This is mostly 2022 Expenses	
Donation	(\$25.00)	Kids Pasta Project - Paonia Museum	
		<b>Total Non-Admin</b>	<b>(\$4,761.34)</b>
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		<b>Total Expenses (Outflows)</b>	<b>(\$10,749.64)</b>
	<b>Revenue (Inflows)</b>		
Membership Fees	\$6,712.00	101 Paid Members	
Road Signs Revenue	\$200.00		
		<b>Total Revenue (Inflows)</b>	<b>\$6,912.00</b>
	<b>Financial Analysis</b>		
2023 Initial Balance	\$1,568.74	Note 12/15 Balance Per Bank	
Outflows over Inflows (Revenue vs Expenses)	(\$3,837.64)	Monthly Avg. Excess Exp:	\$ (479.71)
MM Transfer IN	\$3,000.00	Note - Reduction in Money Mrkt Acct.	
Current CHK Balance	\$731.10	Reconciled to August 15 Statement	
BOC MM 7/31/2023	\$23,602.07	From Bank Statement	
<b>Total Chamber Assets</b>	<b>\$24,333.17</b>		