

APPROVED
LAC Board of Directors Meeting Minutes
October 12, 2021

This meeting was called to order at 6:10p.m. All parties were in attendance online due to COVID 19. In attendance were: Jennifer Trunce, President, Trudy Perry, Vice President, Lesha Van Binsbergen, Secretary, Sue Dowd, Treasurer, Marla Hanna, Cindy Jones, Lee Ann Nielsen, Jauna Werner and Beth Perkins.

Not in attendance were: Stephanie Anderson, Alan Squier, Dawn Server & Tish Nelson

Minutes – September Minutes were approved with the closing time change and modifications made to Board Member information. Lee Ann made the motion to approve with the proposed changes and Cindy Jones seconded. Motion carried.

Financial Report – August financials there were \$237 in donations from Timberline Bank. \$225 in renewals – no new members. \$95.44 fees for Cesar. \$375 in vendor income. Balance of \$38,457. No check from Timberline. Mesa County Christmas Fair same expenses as 2021? September bank account went up still have the receivable from Timberline outstanding. Fees for Cesar and festival. Net income was just under \$14,000. No bills payable. Lee Ann questioned a deposit for the fair. The deposit is still out there for the Christmas Fair. Total charge was \$500 with a \$350 deposit that they have held over from 2020 so the balance should only be \$150. \$150 is shown in the accounts payable. Sue needs to check that it is still \$500 for this year. Cindy Jones moved to approve August financials, Lee Ann seconded it. September financials Lee Ann Nielsen moved and Marla Hanna seconded it. Motion carried.

Membership – Lee Ann September 97 accounts 79 general, 1 reciprocal and 17 supporter members. Three of the members are in the hidden folder because they are on the verge of being deleted. One new general member. Two members were deleted in September both were supporter members. Queen Bee Facial Studio and Lucky Lavender Limited. We started the year at 72 general members. New Board members are going to need to be added to the Slack account where we house all of our documents. The membership report which lists all the members, as well as what lavender they are growing, may also be found in Slack. LeeAnn will add new members to Slack.

Website – It was discussed that LAC should form a committee to go through all of the details and then present it to the Board. Send an email out to the members to see if people want to be on the different committees? Annie Chapman will be willing to help with the website because she was trained on that. Cindy thought that we should send an email out to members to see what changes they would like to see. Cindy will chair that committee, Jauna will co-chair with Cindy. Sue Dowd will be willing to help as well and Lee Ann will sort membership list for volunteers.

Festival Director – JuliAnn’s contract needs to get Board approval. Sue hasn’t made the changes yet. The Director will have to get Board approval to sign financial contracts. Where in the contract should the language go? Last year there was the issue for a musical performer that was canceled and we had to pay. There cannot be verbal agreements that LAC is responsible to pay for. There was not written documentation for the musician and we were still on the hook for it. Things cannot be assigned to an outside party to handle, the Festival Director needs to be in charge of all contracts. Jauna will review the contract and come back with changes. The contract has already been sent and signed by JuliAnn and Sue will let her know that she did not have Board approval to send her the contract. This will also be Juli’s last year as Director so for the 2023 festival we will need a new Director. It was suggested that maybe there should be an assistant director this year to shadow her. The Festival Director is supposed to report to the Board monthly on her time and what she is doing and that has not been done. Sue will come up with a form that she can fill out to give back to the Board for reporting purposes. Sue will send to the Board via email to add recommendations. We don’t want to have to wait until the next Board meeting for approval.

Board Elections – New Board members are Cindy Jones, Sue Dowd, Jauna Werner, Lee Ann Nielsen, Dawn Server, Tish Nelson, Beth Perkins. President and Secretary positions need to be filled. Sue will continue on as Treasurer and Trudy will stay on as Vice President unless someone else wants it. We have to have the new BOD and Executive Board in place today as it is 10 days after the elections. Beth has been an admin assistant most of her career so volunteered as Secretary. Lesha will help the transition for the Secretary. Lee Ann made the motion to elect Beth to Secretary and Sue and Trudy seconded. Motion carried. Lee Ann will help with all of the documents. Regarding the President position, Marla said she can do it but she does not have as much experience as a grower but has experience with the marketing. She was concerned about the education portion but we have an education committee. She had experience with Country Jam. Lee Ann has a lot of organizational skills and can help with that. Trudy made the motion for Marla to be the President and Cindy seconded it. Motion carried. Lesha and Jen will add the documents to a drive to hand off to the new Board members. Most documents are in Slack. August meeting Minutes are also on the website.

The next Board meeting will be held on November 9th because November 2nd is election day. Lesha will transfer the calendar over to Beth. Sue will provide the Zoom information for the member meeting. According to Trudy Perry, Mail Chimp and Gmail things seem to be going to spam folders, so check your spam folders. Cindy thought that it was a very good education meeting.

Meeting adjourned at 7:10.

ADDENDUM:

As the new President, Marla will need to be added and issued a debit card for the Timberline account. Jen, as the outgoing president, will have to be removed from the account and her debit card canceled. Signers for the account will now be Marla Hanna (President), Sue Dowd (Treasurer) and Lee Ann Nielsen (Director).

Marla Hanna, President

Sue Dowd, Treasurer

Lee Ann Nielsen, Director