
The Coaldale and District Chamber of Commerce | Box 1117, Coaldale AB, T1M 1M9
Ph: 403-345-2358 | info@coaldalechamber.com | coaldalechamber.com

Attendance: René van de Vendel, Destiny Homes Inc., - President
Jack Van Rijn, 476380 Alberta Ltd. – 2nd VP
Leonard Fast, Leonard D. Fast Law – Corporate Secretary
Jack Penner, NAPA Auto – Director
Archie Mpofu, Wholeleaf Foods – Director
Daryl Tonin, Stop N’ Go – Director
Robert Woolf, Crop Innovations Inc., – Director

Regrets: Graham Duke, KPMG – Treasurer
Derek Connick, Westland Insurance Group Ltd. – Director
Clayton Varjassy, Cottonwood Records – Director

Guest: Colleen Van Raalte – Executive Director

1. CALL TO ORDER AND WELCOME

2. APPROVAL OF AGENDA

2.1. Addition or Deletions

MOTION

MSC: J. Penner/J. Van Rijn

BIMT the Board approves the agenda.

Carried

3. APPROVAL OF MINUTES

3.1. Board Meeting – January 4, 2023

MOTION

MSC: J. Van Rijn/J. Penner

BIMT the Board approves the minutes of January 4, 2023.

Carried

4. ACTION ITEMS FROM JANUARY MEETING

-Action item: Graham will propose investment options after the A&A event.

5. FISCAL REPORTING AND BILLS JANUARY

5.1. Bank Statements (Insert 5.1)

5.2. Profit and Loss Comparison (Insert 5.2)

5.3. Balance Sheet (Insert. 5.3)

5.4. Aging Summary (Insert 5.4)

5.5. Income - Chamber Plan \$717.40 (Insert 5.5)

5.6. Outgoing Payments (Insert 5.6)

5.6.1. VRVA – 134.21 Hrs, **\$4,562.98 (Cheque)**

-47.93hrs Admin, Budget, Annual Social Posts. 86.28hrs A&A. \$4,227.62

-A&A Event receipts, \$335.36

5.6.2. Coaldale Inn – **\$582.39 (Cheque)**

-Board Meeting, Jan 4, \$140.18

-A&A Meeting, Jan 11, \$101.25

-B2B Meeting, Jan 18, \$340.96

- 5.6.3. Telus **\$40.58**, Email **\$8.19 (Direct Withdrawal)**
- 5.6.4. A&A Expenses
 - Clayton Miscellaneous Expense – **\$165.64 (Cheque)**
 - Linda’s Flower Magic - **\$782.25 (Cheque)**
 - Coaldale Christian School Printing - **\$75.00 (Cheque)**
 - Coaldale Christian School Aid - **\$5,770.00 (Cheque)**
 - The Engravers - **\$981.52 (Cheque)**
 - Mark Goertzen - **\$200.00 (Cheque)**
 - Minuteman Press - **\$779.73 (Cheque)**
 - Ventura Cold Beer & Liquor Store - **\$974.89 (Cheque)**
 - Fused Elements Photography - **\$350 (Cheque)**
- 5.6.5. Intact Insurance - **\$512.00 (Cheque)**
 - Board Liability Insurance

MOTION

MSC: G. Duke / L. Fast

BIMT the Board approve the expenses as presented.

Carried

- Question was raised as to whether our organization can claim a portion of our GST.
- Colleen is asked to communicate this to Graham to investigate.
- Revenue Canada account also needs to be considered. Graham is requested to gain full access to it and change the name on the account.
- Colleen will review board liability insurance to ensure we have not already paid this invoice.

6. SUB COMMITTEE REPORTS

- 6.1. Executive – René van de Vendel
 - AGM – February 15, 2023
 - René will be out of country on February 15.
 - Either a volunteer can chair the meeting, or we can move the date.

MOTION

MSC: L. Fast / J. Van Rijn

BIMT the Board agrees to move the AGM to February 22, 2023.

Carried

- 6.2. Membership – Jack Penner
 - 6.2.1. B2B Meeting
 - March – Idea: Alberta Workplace Solutions
 - Colleen is tasked with reaching out to Scott and Patricia to make the arrangements.

6.3. Local Advocacy – Leonard Fast

6.4. Community – Daryl Tonin

- 6.5. Events – Robert Woolf
 - A&A Banquet Update
 - Thanks to everyone who helped to make this a great event.
 - Received good feedback from the community concerning the event.
 - With any event there can always be room for improvement.
 - Catering for the event should be reviewed.
 - Should contemplate on using a business for our events, considering that we are a Chamber of Commerce and/or a chamber member.
 - Board felt that the table settings for the event should have been the responsibility of the caterer.
 - Some thought the food was good, others did not.
 - Roast beef was tough. Vegetables should have been fresh not frozen. Not enough alternatives for people with diet restrictions.
 - Buffet line should have been reversed. Allowing for the line up take place in the greater portion of the room, rather than against the wall.

- Roast beef was tough. Vegetables should have been fresh not frozen. Not enough alternatives for people with diet restrictions.
- Buffet line should have been reversed. Allowing for the line up take place in the greater portion of the room, rather than against the wall.
- For future Business of the year award recipients, the Chamber would like to offer a complimentary membership for the year. This programing should be carried forward indefinitely.

MOTION

MSC: R. Woolf/J. Van Rijn

BIMT the Board approves adding the recurring expense associated with providing the Awards and Appreciation Business of the Year recipient with a complimentary membership for the year.

Carried

6.6. Communications – Jack Van Rijn

6.7. Political Advocacy – Derek Connick
-Provincial Elections May 29, 2023

6.8. Director – Archie Mpofo

6.9. Director – Clayton Varjassy

6.10. Executive Director – Colleen Van Raalte

Tasks include:

- Letter of support for Eden’s Funeral Home. René will write a letter on behalf of the board.
- Gaining access to Chamber’s Revenue Canada account for reporting
- Membership Invoices
- Awards and Appreciation roll out: highlighting sponsors and award recipients on website and social media.
- Reach out to Fused Elements Photography and County Kitchen Catering for membership.
- Notifying membership concerning change in date of the AGM. Ensuring the appropriate attachments are included. 2022 Financial statements, 2023 budget, minutes from 2022 AGM.

7. NEW BUSINESS

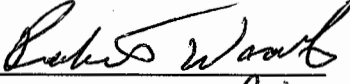
8. UP COMING MEETINGS

- February 22, 2023 - Coaldale Chamber AGM at Noon.
- March 1, 2023 – Chamber Board Meeting

9. ADJOURNMENT

MC: A. Mpofo

BIMT the meeting of February 1, 2023 is adjourned.


~~René van de Vandel~~ Robert Woolf
 President

1/3/23
 Date


 Leonard Fast
 Secretary

 Date