



**Hope and District Chamber of Commerce Meeting**  
Unit J 591 Wallace St, Hope B.C.  
Monday, Nov 16th<sup>rd</sup>, 2016 at 7:00 p.m.

**AGENDA**

**1. Call to Order**

**2. Approval of Agenda/Addenda**

**RECOMMENDATION THAT the Agenda for the Hope and District Chamber of Commerce Meeting of Nov 16th 2016 be approved.**

**AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.**

**3. Adoption of Minutes**

**RECOMMENDATION THAT the Minutes for the Hope and District Chamber of Commerce Meeting of Oct 3rd 2016 be adopted.**

**4. Standing Reports**

4.1 President's Report / Update by President

4.2 Financial Report / Update by President / Appointment of Interim Treasurers

**RECOMMENDATION THAT the Financial Report to Oct 31, 2016 be approved.**

**5. Old Business/Matters Arising**

5.1 Christmas Dinner

5.2 Membership Renewal / 2017 Membership Fees

5.3 Passport to Christmas

5.4 AGM

5.5 Hunter Creek Update

**6. Round Table Discussion**

**7. Adjournment**

## DRAFT MINUTES

### Hope and District Chamber of Commerce

#### Board of Directors Meeting

Wednesday, October 3, 2016 at 7:00 p.m.

Unit J – 591 Wallace Street

Hope, B.C.

|  |  |  |
|--|--|--|
| <b>PRESENT:</b><br>President-Stephen Au-Yeung<br>Vice President - Lloyd Forman<br>Secretary- Milly Marshall<br>Director -- Ryan Mohle<br>Director – Hank De Muelder<br>Director -- Bob Erickson<br>Director -- Sharlene Hinds<br>Director – Dennis Adamson<br>Director-Hondo Stroyan ( <i>arrived 7:25pm</i> ) |  | <b>REGRETS:</b><br>Director – Glen Orgen<br>Director – Terry Raymond |
| <b>AGENDA ITEM</b>   | <b>DISCUSSION</b>  |  |
| 1. Call to Order   | President S. Au-Yeung called the meeting to order at 7:07 p.m.   |  |
| 2. Approval of Agenda/Addenda  | <b>MOHLE/FORMAN</b><br><b>THAT</b> the agenda for October 3, 2016 be approved<br><b>CARRIED</b>  |  |
| 3. Approval of Minutes   | <b>HINDS/ADAMSON</b><br><b>THAT</b> the minutes from the meeting held on August 10, 2016 be approved.<br><b>CARRIED</b>  |  |
| 4. Standing Reports  | <b>4.1 President's Report</b><br>Nothing to report.<br><b>4.2 Financial Report</b><br>De Muelder resigned as the Treasurers and would like to remain as a director. For time being, President will oversee the financial of the Chamber. All expenses and cheque signing will be approved by the Vice President and the Secretary. A new Treasurers will be elected in the next AGM. |  |

5. Old Business/Matter Arising

### 5.1 Salmon BBQ

Discussion surrounding the salmon BBQ included:

- that the event raised \$3080.21;

### 5.2 Hunter Creek Update

Received payment from AdvantageHope \$2508.61. Will instruct the Administrative Assistant to send out the invoice once we decided a price for the kiosk

### 5.3 Fee Schedule and Membership Structure Second Reading with bylaw changes

To follow-up with proposal made by Director De Muelder in the Aug general meeting, De Muelder proposed a new fee and membership structure, which is

- \$150 for commercial member
- \$75 for not for profit
- The other levels of the membership will be discontinued to simplified the structure of the Chamber to serve the business community more effectively

President pointed out per bylaw Section 8

Any reputable person directly or indirectly engaged or interested in trade commerce or the economic and social welfare of the District, shall be eligible for membership in the Chamber.

and if the Chamber would like to change the bylaw, we need 2/3 of the member presented in the general meeting to change the bylaw per bylaw section 46.

**Motion by Mohle: Remove Section 8 from the bylaw**

**Carried by Lloyd/Sharlene, President reconfirmed if anyone in the meeting objected with the changes: None**

**Motion Carried**

### 5.4 Annual General Meeting

The President noted that the annual general meeting was scheduled for Dec 7<sup>th</sup> 2016. The membership renewal is in progress.

### 5.4 Chamber Christmas Dinner

Erickson suggested the Chamber should have a dinner before Christmas. The president is aiming Nov 23<sup>rd</sup> as the date. President will investigate the possibility of setting up the dinner.

|                           |   |
|---------------------------|---|
| 6. Round Table Discussion | <b>Nothing to report</b>  |
| 7. Next Meeting           | The next meeting of the District of Hope Chamber will be held on November 16, 2016 at 7:00 p.m. in the Chamber office   |
| 8. Adjournment            | <p>The meeting adjourned at 8:45 p.m.</p> <p><b>FORMAN/MOHLE</b><br/> <b>THAT</b> the meeting of the District of Hope Chamber of Commerce be adjourned.<br/> <b>CARRIED</b></p> |



**Hope & District Chamber of Commerce  
Balance Sheet As at 10/31/2016**

**ASSET****Current Assets**

|                             |           |                  |
|-----------------------------|-----------|------------------|
| Petty Cash                  | 137.01    |                  |
| Envision Chequing Account   | 10,808.61 |                  |
| Envision - Savings Account  | 17.20     |                  |
| Envision - Share Account    | 63.66     |                  |
|                             |           |                  |
| Total Cash                  |           | 11,026.48        |
| Accounts Receivable         | 125.00    |                  |
|                             |           |                  |
| Total Receivable            |           | 125.00           |
| <b>Total Current Assets</b> |           | <b>11,151.48</b> |

**Capital Assets**

|                             |  |               |
|-----------------------------|--|---------------|
| Computer                    |  | 505.11        |
|                             |  |               |
| <b>Total Capital Assets</b> |  | <b>505.11</b> |

**TOTAL ASSET**

**11,656.59**

**LIABILITY****Current Liabilities**

|                                  |  |               |
|----------------------------------|--|---------------|
| Accounts Payable                 |  | 315.84        |
|                                  |  |               |
| <b>Total Current Liabilities</b> |  | <b>315.84</b> |

**TOTAL LIABILITY**

**315.84**

**EQUITY****Retained Earnings**

|                                   |  |                  |
|-----------------------------------|--|------------------|
| Opening Balance Equity            |  | 74.10            |
| Retained Earnings - Previous Y... |  | 9,153.20         |
| Current Earnings                  |  | 2,113.45         |
|                                   |  |                  |
| <b>Total Retained Earnings</b>    |  | <b>11,340.75</b> |

**TOTAL EQUITY**

**11,340.75**

**LIABILITIES AND EQUITY**

**11,656.59**

**Hope & District Chamber of Commerce  
Income Statement 09/01/2016 to 10/31/2016**

**REVENUE****Sales Revenue**

|                         |                 |
|-------------------------|-----------------|
| Group Insurance Revenue | 1,234.44        |
| Interest Revenue        | 2.11            |
| Membership Fees         | 6,381.09        |
| <b>Net Sales</b>        | <u>7,617.64</u> |

**TOTAL REVENUE**

7,617.64

**EXPENSE****General & Administrative Exp...**

|   |                 |
|---|-----------------|
| Accounting & Legal                        | 378.00          |
| Advertising                               | 503.99          |
| Awards & Prizes                           | 1,300.00        |
| Contract Managers Wages                   | 0.00            |
| Donations                                 | 60.00           |
| Membership Dues/ Fees                     | 1,121.50        |
| Equipment/ Venue Expense                  | 274.21          |
| Food & Related Expenses                   | 0.00            |
| Insurance                                 | 350.00          |
| Interest & Bank Charges                   | 0.00            |
| Meeting Expenses                          | 0.00            |
| Office Supplies                           | 0.00            |
| Office Expenses                           | 619.50          |
| Performers & Participants Wages           | 0.00            |
| Postage & Courier                         | 0.00            |
| Professional Development                  | 0.00            |
| Professional Services                     | 0.00            |
| Promotion                                 | 0.00            |
| Refunds                                   | 0.00            |
| Rent                                      | 800.00          |
| Service Charges                           | 0.00            |
| Telephone/ Internet                       | 0.00            |
| Website Hosting                           | 0.00            |
| Utilities                                 | 96.99           |
| <b>Total General &amp; Admin. Expe...</b> | <u>5,504.19</u> |

**TOTAL EXPENSE**

5,504.19

**NET INCOME**

2,113.45