

The Fauquier Chamber of Commerce
Executive Committee Meeting Wednesday November 8, 2023, 8:30 AM
Meeting held at PATH Resource Center and Zoom

Present: Alec Burnett, Ray Knott, Dawn Arruda, Michelle Coe, Lorna Magill, Carmen Rivera, and Amelia Stansell

Absent: Sarah Yakel

Called to Order at 8:36 am by Ray Knott, Chair of the Board of the Committee with a quorum present.

Motion to accept consent agenda (prior month's minutes) for presentation to board of directors entered by Dawn Arruda

Seconded by Michell Coe

Motion carries unanimously.

The Financial Report was presented by Ray Knott and Alec Burnett for the month ended October 31, 2023. Financials to be presented to the board of directors at the Board Meeting on November 15, 2023, for review and acceptance.

Committee Discussions – Each of the Vice Chair's (Alec Burnett presented on behalf of Sarah Yakel) provided an update for each of the respective committees. No items presented required committee action.

Management Report and Update – Alec provided an update on the digital directory. It was noted that he was reviewing the final proof and looking to finalize it for distribution in December. Alec discussed the plans to work with the Finance Committee on the development of the 2024 Budget, which was delayed due to the rescheduling of the Fall Festival and planning for the Annual Meeting/Gala. Alec also reviewed the discussions around additional new revenue for the Chamber and working to develop as part of the 2024 budget.

Old Business – The Human Resources plan will be an ongoing item. The challenge for a grant to cover a HR audit is that the Chamber is a 501C(6). Sarah is to provide an update on the HR specialist she was meeting with who has moved to the area and could be a resource.

New Business – Discussion regarding the Annual Review Board Evaluations to be circulated for review in December.

Next executive committee meeting is December 13, 2023, at 8:30 am, PATH Resource Center

Motion to adjourn entered by Amelia Stansell

Seconded by Daw Arruda

Motion Carries unanimously.

Meeting adjourned at 9:26 AM

Ray Knott, Chairman