



Cascade Chamber of Commerce
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BOARD OF DIRECTORS (BoD)

Meeting Minutes

Tuesday, February 4th | 11 AM

Cascade Fire Department Conference Room on the first floor between bays
(Zoom can be provided as an option if needed)

I. Call Meeting to Order

- A. Meeting called to order at 11:06 AM and will be a closed meeting to discuss some legal matters.
- B. Present: Mindi, Kayla, DJ, & Krysten
 - 1. Absent: Amber
- C. No previous minutes on record to approve

II. Finance Report

- A. 2025 Budget review and approval
 - 1. Projecting increased revenue from dues, events, donations, and sponsorships. Reviewing current membership dues to further define different business categories (i.e. non-profits).
 - 2. Discussion around Sparklight, Ziply Fiber, and Allied Copier expenses to see where money can be saved. Will need to find a sponsor for the Cascade Waterfall or not cover costs.
 - 3. Kayla motioned to approve budget with option to amend as needed, Mindi seconded. Motion passed.
- B. Mindi reviewing grants and other external funding opportunities to increase funds.

III. Fundraising Committee

- A. "Fundraising Committee" henceforth known as "Events Committee" to coincide with 2025 Calendar of Events, which includes both fundraisers and non-fundraising events.
- B. Intend to have a member of BoD chair each committee. May look at increasing number of BoD to fill these positions.
- C. Review of 2025 Calendar of Events:
 - 1. Purchase of firearm for max \$350 from Tackle Toms to raffle at Fishing Tournament. Krysten motioned to approve, Mindi seconded. Motion passed.

IV. Membership Committee (See Fundraising Committee meeting minutes)

- A. DJ chairing Membership Committee.

- B. Discussion to create membership recruitment and retention plan to not only increase revenue but also increase networking/connection amongst businesses and creating value for the membership.
- C. Review membership dues and create annual sponsorship membership levels. Clarify guidance for dues from businesses owned by the same individual to ensure fairness across the Chamber.

V. Open Business

A. Schedule for meetings:

1. Regular membership meetings changed from two times a month to once a month on the second Tuesday of the month. Increase meeting location options across more member businesses.
2. BoD meeting at least once a month. Primary meeting day will be the fourth Tuesday of the month. Meetings will be open to all members to attend unless a closed session is needed.
3. Events committee will meet on the first and third Tuesdays until further notice, with the possibility of moving to once a month.
4. Plan for annual meeting in March.

B. By-Law discussion:

1. Articles of Incorporation (2020) is the most recent governing document, but missing By-Laws. By-laws must be approved by Board of Directors at minimum. Intent to have By-Laws drafted by end of February so that members can review and vote on adoption during the annual meeting in March.
2. Items to add/clarify in By-Laws:
 - a) Removing “members at large” and replacing with “committee chairs” to encourage active participation
 - b) Guidance for membership dues
 - c) Moving information from articles of corporation to By-laws.

Adjourned: 12:41 PM

******Next Board of Directors meeting is scheduled for Tuesday, February 25th at 12 PM. Location TBD.***