

**AGENDA**  
**MEETING OF THE LEMOORE DISTRICT CHAMBER OF COMMERCE**  
**BOARD OF DIRECTORS**  
**April 26, 2011 AT 7 A.M.**  
**CHAMBER OFFICE**

1. Call to Order
2. Action Items:
  - A. March 29, 2011 Minutes
  - B. March 2011 Financial Reports
  - C. Committee Reports

Discussion/Action Items:

- a) Pizza Fest - Updates
- b) Partnership proposal from Darlene Newton, travel planner / Destinations with Darlene Travel
- c) RENTAL PROPERTY UPDATES:
  - Upstairs Office, Suite A - Has finally been R E N T E D !!!!!!!!!!!!!
  - 212 "D" Street - Still vacant
  - Hanging a banner on the front porch has resulted in a few inquiries.
- d) The Depot Building - Solar Power????

Any Other Business / Adjourn

**Lemoore District Chamber of Commerce Board of Directors**

**MINUTES of the Meeting,  
Tuesday, March 29, 2011 at 7:00a.m.**

**PRESENT WERE:** CHAIRMAN Michael Patterson; CHAIRMAN-ELECT, Rick Rayburn; CFO Diana Peck; PAST CHAIRMAN Rick Rossiter; DIRECTORS: Jeff Briltz, Jeff Garcia, Debbie Gullord, Skip Nugent, Don Warkentin, Melinda Larson and CEO Maureen Azevedo

**ABSENT:** VICE-CHAIRMAN Paul Santiago; DIRECTOR; Aracely Salas

Called to Order: **7:05 a.m. by CHAIRMAN, Michael Patterson**

**ACTION ITEMS:**

- A. Minutes February 15, 2011:** Motion to approve, Rick Rayburn, Second by, Don Warkentin, minutes unanimously approved.
- B. Financial Reports - February - 2011:** Motion to approve, Skip Nugent, Second by Jeff Garcia, minutes unanimously approved.
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- D. Executive Board Report:** Chamber Board was updated on the various items the Executive Board have been working on. No Board action was necessary.
- E. Liquor Licenses (for non-Chamber events):** The Chamber is required to annually provide our Insurance Carrier with a very detailed listing of all Chamber events. To avoid any potential risk of liability to the Chamber, it was recommended the Chamber not obtain Liquor Licenses for Non-Chamber Events. It was suggested, other non-profit organizations, (Lions Club, Rotary, etc.) could possibly assist/work with the Downtown Merchants Association with their Kings County Homecoming - Street Party, and Evening Under the Stars.
- F. Committee Reports:** Everyone was provided updates from the various committees.

**REMAINING and UPDATE ITEMS were discussed, with no further action necessary at this time;**

**Meeting was adjourned at 8:15.**

**Respectfully Submitted,**

**Maureen Azevedo, Chief Executive Officer**

**Lemoore District Chamber of Commerce**  
**Profit & Loss**  
 January through March 2011

	Jan - Mar 11
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Misc Income	43.00
<b>4000 · Chamber Programs &amp; Services</b>	
4002 · Merchandise	909.50
<b>Total 4000 · Chamber Programs &amp; Services</b>	909.50
4010 · Donations	1,000.00
<b>4100 · Membership Dues</b>	
4102 · Business	10,776.50
4106 · Individual	195.00
4107 · Money (banks)	1,050.00
4108 · Non-Profit	900.00
<b>Total 4100 · Membership Dues</b>	12,921.50
<b>4200 · Events</b>	
4020.11 · Sponsorship	1,000.00
4201 · Pizza Fest	
4201.02 · Sponsorships	1,700.00
<b>Total 4201 · Pizza Fest</b>	1,700.00
4202 · Installation	
4202.01 · Attendees	7,504.00
4202.03 · Table Sponsorships	800.00
<b>Total 4202 · Installation</b>	8,304.00
4205 · Luncheons	
4205.01 · Attendees	540.00
4205 · Luncheons - Other	1,128.00
<b>Total 4205 · Luncheons</b>	1,668.00
4206 · Carnivals	4,402.00
4200 · Events - Other	396.00
<b>Total 4200 · Events</b>	17,470.00
4600 · RDA Income	24,000.00
<b>4800 · Rental Property Income</b>	
4800.01 · Rental - Security Deposit	800.00
4802 · 218 D Street	2,850.00
4803 · Freight Room & Suites	3,800.00
<b>Total 4800 · Rental Property Income</b>	7,450.00
<b>Total Income</b>	63,794.00
<b>Gross Profit</b>	63,794.00
<b>Expense</b>	
<b>5000 · Programs &amp; Services</b>	
5003 · Newsletter	3,809.00
5004 · Dues, Subscription & Membership	527.00
5005 · Public Relations	35.00
5009 · Bulk Mail	107.81
<b>Total 5000 · Programs &amp; Services</b>	4,478.81
<b>5100 · Events Expense</b>	
5101 · Pizza Fest	850.00
5102 · Installation	7,625.08
5105 · Luncheons	2,291.09
5106 · Carnival	632.95
5107 · Christams Parade & Tree Raising	530.95
<b>Total 5100 · Events Expense</b>	11,930.07
<b>5200 · Payroll Wages</b>	
5201 · CEO	7,950.00
5203 · Office Manager	4,004.00
5205 · DMA Wages	0.00
5207 · LCOC	627.00
<b>Total 5200 · Payroll Wages</b>	12,581.00
<b>5250 · Payroll Expenses</b>	
5251 · Payroll Taxes	1,264.86
5250 · Payroll Expenses - Other	138.68
	1,403.54

**Lemoore District Chamber of Commerce**  
**Profit & Loss**  
 January through March 2011

	Jan - Mar 11
Total 5250 · Payroll Expenses	1,403.54
5300 · Staff	
5301 · Mileage	290.25
Total 5300 · Staff	290.25
5450 · Mortgage Interest	589.99
5500 · Chamber Property	
5501 · Repairs & Maintenance	450.00
5503 · Janitorial Supplies	8.65
Total 5500 · Chamber Property	458.65
5600 · Office Expenses	
5602 · Supplies	259.09
5603 · Postage, Mailing Service	429.43
5604 · Printing and Copying	343.10
5605 · Computer/Internet/Tech	644.85
5606 · Telephone, Telecommunications	1,197.54
5600 · Office Expenses - Other	563.61
Total 5600 · Office Expenses	3,437.62
5650 · Professional & Banking	
5651 · Accounting Fees	1,180.00
5653 · Bank Service Charges	87.49
5654 · Credit Card Service Charges	438.08
Total 5650 · Professional & Banking	1,705.57
5800 · Rental Prop Expenses	
5801 · 212 D Street	447.66
5802 · 218 D Street	250.00
Total 5800 · Rental Prop Expenses	697.66
5804 · Security Deposit Refund	2,300.00
5890 · Utilities	
5890.01 · Electricity-Depot	836.83
5890.02 · Electricity-Downtown Heinlen	799.16
5890.03 · Electricity-Downtown Lights 218	514.20
5890.05 · Gas	710.91
5890.06 · Water	261.09
Total 5890 · Utilities	3,122.19
5900 · Depreciation Expense	3,528.00
69800 · Uncategorized Expenses	1,275.42
Total Expense	47,798.77
Net Ordinary Income	15,995.23
Other Income/Expense	
Other Income	
4900 · Interest Income	4.19
Total Other Income	4.19
Net Other Income	4.19
Net Income	15,999.42

**Lemoore District Chamber of Commerce**  
**Balance Sheet**  
 As of March 31, 2011

	Mar 31, 11
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Union Bank	36,959.47
1001 · Union Bank Checking/Savings	548.90
1002 · Union Bank Savings	12,041.56
1021 · Petty Cash	381.00
<b>Total Checking/Savings</b>	49,930.93
<b>Other Current Assets</b>	
1400 · Undeposited Funds	1,060.00
<b>Total Other Current Assets</b>	1,060.00
<b>Total Current Assets</b>	50,990.93
<b>Fixed Assets</b>	
<b>1500 · Buildings (Rental Property)</b>	
1500.1 · Buildings - 212 W D St	34,871.00
1500.2 · Buildings - 218 W D St	54,722.00
<b>Total 1500 · Buildings (Rental Property)</b>	89,593.00
<b>1501 · Improvements (Rental Property)</b>	
1501.1 · Improvements - 212 W D St	105,936.68
1501.2 · Improvements - 218 W D St	6,085.00
<b>Total 1501 · Improvements (Rental Property)</b>	112,021.68
<b>1505 · Land (Rental Property)</b>	
1505.1 · Land - 212 W D St.	28,011.69
1505.2 · Land - 218 W D St.	25,000.00
<b>Total 1505 · Land (Rental Property)</b>	53,011.69
1510 · Furniture and Fixtures (Rental)	6,073.14
1515 · A/D - Rental Property	-77,027.05
1525 · Furniture and Fixtures	16,656.27
1530 · Machinery and Equipment	12,551.34
1535 · Computers	22,832.48
1595 · A/D - All other property	-40,399.95
<b>Total Fixed Assets</b>	195,312.60
<b>TOTAL ASSETS</b>	<b>246,303.53</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2065 - Scholarship Fund	50.00
2070 - Rental Security Deposits	6,550.00
2060 · Mural Fund	548.90
<b>2100 · Payroll Liabilities</b>	
2100.1 · Federal Withholding Payable	514.00
2100.2 · FICA Payable	647.86
2100.3 · FUTA Payable	93.05
2100.4 · State Withholding Payable	109.83
2100.5 · SDI Payable	58.45
2100.6 · SUI/ETT Payable	159.70
<b>Total 2100 · Payroll Liabilities</b>	1,582.89
<b>Total Other Current Liabilities</b>	8,731.79
<b>Total Current Liabilities</b>	8,731.79
<b>Long Term Liabilities</b>	
2700 · Westamerica Mortgage	34,705.31
<b>Total Long Term Liabilities</b>	34,705.31
<b>Total Liabilities</b>	43,437.10
<b>Equity</b>	
3100 · Fund Surplus	177,447.73
3800 · Unrestricted Net Assets	-1,293.22
3900 · Retained Earnings	10,712.50
Net Income	15,999.42

12:26 PM  
04/22/11  
Cash Basis

Lemoore District Chamber of Commerce  
**Balance Sheet**  
As of March 31, 2011

	<u>Mar 31, 11</u>
Total Equity	<u>202,866.43</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>246,303.53</u></b>

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4100 · Membership Dues	
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## Lemoore District Chamber of Commerce

## Balance Sheet

As of March 31, 2011

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