

cc update

**AGENDA**  
**MEETING OF THE LEMOORE DISTRICT CHAMBER OF COMMERCE**  
**BOARD OF DIRECTORS**  
**TUESDAY, APRIL 24, 2012 @ 7 A.M.**  
**AT THE CHAMBER OFFICE**

**1. Call to Order**

**2. Action Items**

- A) March 27, 2012 Minutes
- B) March 2012 Financials

**3. Discussion/Action Items**

- A) **Pizza Fest Update**
- B) **Review 2012 Goals – 1st Quarter results**
- C) **City Kiosks – condition**
- D) **“Rockin’ the Arbor” June 22nd – Aug. 23rd, additional ideas, suggestions – Meeting 4/30/2012 @ 4:40pm, Chamber office.**

**4. Update Items**

- A) **Membership**
- B) **Monthly Chamber Newsletter**

**5. Upcoming Workshops**

- **April 27th: Time Management** (12 – 1 p.m. - Bring your own lunch)  
Lemoore Chamber - Depot Freight Room  
Leadership Development - Business Workshop Series, presented by Brandman University & Adventist Health
- **May 8th: Wage Hour Issues** - Presented by, The Employer Assembly of Kings County. The seminar is being held at the College of the Sequoia Hanford Center, 925 – 13th Ave. \*8:00 a.m. to 10:00 a.m., check-in begins at 7:45 a.m. (there is a donation supported no host continental breakfast at check-in).

**6. Other Business**

**Lemoore District Chamber of Commerce Board of Directors**  
**MINUTES of the Meeting,**  
**Tuesday, March 27, 2012**

**PRESENT WERE:** CHAIRMAN, John Miller; PAST CHAIRMAN, Michael Patterson; CFO, Don Warkentin; DIRECTORS, Michele Costa, Rick Rossiter, Noé Ambriz, Mary Hornsby, Heiko Sweeney, Victor Rosa, Melinda Larson, Jeff Britz and CEO Maureen Azevedo. **GUESTS:** Cecilio Barrera, Community Relations Manager, Waste Management, Kettleman Hills Facility and Lily Quiroa, Los Angeles Market Area Manager of Municipal Marketing-Communications

**ABSENT WERE:** VICE-CHAIRMAN, Skip Nugent; CHAIRMAN-ELECT, Paul Santiago; DIRECTOR, Carolina Evangelo

1. Called to Order: 7:03 a.m. by CHAIRMAN, John Miller
2. Self introductions – for guests
3. Cecilio Barrera, from Waste Management - Kettleman Hills Facility, played a DVD on the Kettleman Hills facility. Additionally, Lily Quiroa provided the board with more detailed information. The facility is now operating only 2 days a week. As a result, our waste is leaving the state, and is being shipped to Nevada, resulting in loss of revenue to Kings County, of approximately \$17M. Furthermore, the State of California is losing \$100M in revenue. W.M. had 80 + employees, many having been with the company for 30 years. Currently, they are down to 30 employees, and they are continuing to lay off employees.

\* Cecilio requested the Chamber Board write a letter of support.

4. **ACTION ITEMS:**

- A) **Minutes February 27, 2012:** A Motion to approve; Michael Patterson, Second by, Rick Rossiter, minutes unanimously approved.
- B) **Financial Reports: February 2012:** A Motion to approve; Rick Rossiter, Second by, Michele Costa, financials unanimously approved.

\* **Moved Item #3 above, to an action item:** CEO was instructed to draft a letter of support, which will be sent via email, to all Board Members, for review.

It was noted, Director, Victor Rosa, stated he needs to abstain from this item.

5. **DISCUSSION/ACTION ITEMS:**

- A) **2012 Budget (2ndDraft):** CEO presented the Board with the 2nd draft of the 2012 Budget, which reflected a negative (- 8,500) for the year. A motion to approve; Michael Patterson, Second by, Melinda Larson, 2012 Budget unanimously approved.
- B) **Report – Executive Committee Meeting:** Chairman Miller discussed the suggested ideas for additional revenue generating opportunities for the Chamber.

1. Monthly Newsletter – While this was discussed, it was tabled until Carolina could provide us with additional information.

2. 2013 Installation Banquet – It was decided, the “2013 Installation Banquet” would be held at West Hills College-Golden Eagle Arena. It would be catered by the Culinary

Dept. CFO, Don Warkentin said he would waive the room fee/charge. The college has 30 round tables, which would be seating for 240. The Chamber would have to provide, or rent additional tables. There is no stage, so the Chamber will need to a stage.

Director, Heiko Sweeny stated he has access to a stage, or stages.

An Installation Committee was formed. The committee members are: Noé Ambriz, Michele Costa, and Don Warkentin.

**3. Christmas Parade – Charging \$25 “entry fee” for all cars. This is going to require further discussion, as we will need help from Lemoore P.D.**

**4. Membership – Discussed possible Membership Drive, reinstating the Chamber Ambassadors, and incentives for Staff Members. Monetary incentives seemed to be the best way to go. However, it would have to be a “group incentive”. Example would be; If the Chamber Gains 15 new Chamber Members, within a quarter, then the staff will share a bonus of \$ ??.** Director Michele Costa felt having a Commission Paid Membership person, would be best.

**C) Additional fundraising ideas – we discussed**

- **50/50 Raffle**
- **Major Sponsor Opportunities**

**6. Pizza Fest –** signup sheets were passed around.

**7. Music Licensing (copyright law) –** Director, Jeff Britz said he would prefer to work directly with Chamber, CEO, as the City has been battling this for the past couple of year.

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

Meeting was adjourned at 8:17 A.M.

Respectfully Submitted,

Maureen Azevedo,  
Chief Executive Officer

04/19/12  
Cash Basis

Lemoore District Chamber of Commerce  
**Balance Sheet**  
As of March 31, 2012

	<u>Mar 31, 12</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Union Bank	48,912.41
1001 · Union Bank Checking/Savings	548.90
1002 · Union Bank Savings	12,047.39
1021 · Petty Cash	220.00
<b>Total Checking/Savings</b>	<u>61,728.70</u>
<b>Other Current Assets</b>	
1400 · Undeposited Funds	1,663.00
<b>Total Other Current Assets</b>	<u>1,663.00</u>
<b>Total Current Assets</b>	63,391.70
<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>	<u>89,593.00</u>
<b>1501 · Improvements (Rental Property)</b>	
1501.1 · Improvements - 212 W D St	105,936.68
1501.2 · Improvements - 218 W D St	9,685.00
<b>Total 1501 · Improvements (Rental Property)</b>	<u>115,621.68</u>
<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>	<u>53,011.69</u>
1510 · Furniture and Fixtures (Rental)	6,073.14
1515 · A/D - Rental Property	-85,146.09
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	-43,639.26
<b>Total Fixed Assets</b>	<u>187,554.25</u>
<b>TOTAL ASSETS</b>	<u><u>250,945.95</u></u>
<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	5,435.00
2060 · Mural Fund	548.90
<b>2100 · Payroll Liabilities</b>	
2100.1 · Federal Withholding Payable	799.00
2100.2 · FICA Payable	1,002.11
2100.3 · FUTA Payable	114.74
2100.4 · State Withholding Payable	162.14
2100.5 · SDI Payable	75.35
2100.6 · SUI/ETT Payable	917.88
<b>Total 2100 · Payroll Liabilities</b>	<u>3,071.22</u>
<b>Total Other Current Liabilities</b>	<u>9,105.12</u>
<b>Total Current Liabilities</b>	9,105.12
<b>Long Term Liabilities</b>	
2700 · Westamerica Mortgage	24,564.30
<b>Total Long Term Liabilities</b>	<u>24,564.30</u>
<b>Total Liabilities</b>	33,669.42

	<u>Mar 31, 12</u>
<b>Equity</b>	
<b>3100 · Fund Surplus</b>	191,403.26
<b>3800 · Unrestricted Net Assets</b>	-2,217.42
<b>Net Income</b>	<u>28,090.69</u>
<b>Total Equity</b>	<u>217,276.53</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>250,945.95</u></u>

**Lemoore Chamber of Commerce**  
**Special**  
2012 Goal Setting Meeting  
minutes  
October 7, 2011  
8:00 a.m.

The special "2012 Goal Setting" meeting, of the Lemoore District Chamber of Commerce, was held on Friday, October 7, 2011 at 8:00 a.m. at the Tachi Palace Hotel - Blue Oak Conference Room.

**BOARD MEMBERS PRESENT:** Michael Patterson, Don Warkentin, John Miller, Mary Hornsby, Rick Rossiter, Rick Rayburn, Paul Santiago, Skip Nugent, Jeff Britz, and CEO Maureen Azevedo

**BOARD MEMBERS ABSENT:** Jeff Garcia, Debbie Gullord, Diana Peck, Aracely Salas, Melinda Larson

**OTHERS PRESENT:**

**Lemoore Chamber Events Coordinator;** Brenda Martin,  
**New Chamber Board Members;**

Carolina Evangelo, Owner- Carolina Evangelo Communication  
Michele Costa, Executive Director - Kings County Farm Bureau

**Facilitator;** Bennie Harrell

The group revisited our 2011 goals and objectives previously agreed to in 2010, as well as goals and objectives from previous years. After much discussion, it was unanimously agreed; "2012 Lemoore Chamber Goals" are as follows:

❖ **PROMOTE BUSINESS**

Contact all New Businesses within 3 months

1. Survey their Business Setup Process; i.e. Business Licensing, Permit Processing, (Basically, their interaction with the City of Lemoore).
2. Obtain Lemoore Chamber of Commerce Membership

❖ **COMMUNITY ENHANCEMENT**

Evaluate all Chamber Events within 2 weeks

1. Provide report to Chamber Board

❖ **BUSINESS RESOURCE**

Workshops

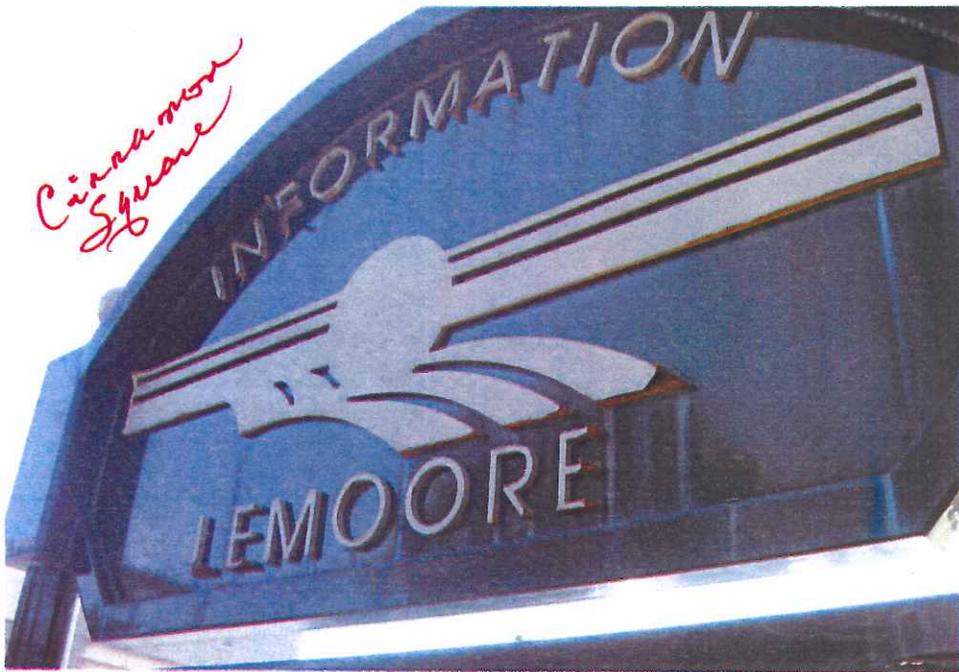
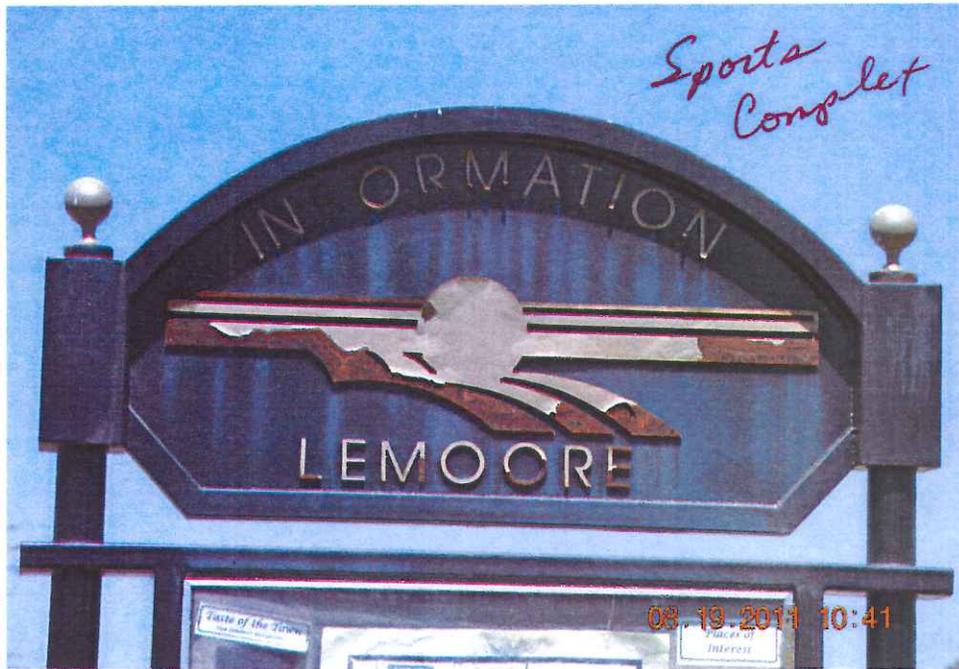
1. Hold 2 or more
2. Survey members for Workshop Topics

**Lemoore District Chamber of Commerce**  
**Profit & Loss Budget vs. Actual**  
 January through March 2012

Ordinary Income/Expense	Jan - Mar 12	Budget
<b>Income</b>		
Misc Income	1,054.00	
<b>4000 · Chamber Programs &amp; Services</b>		
4001 · Banners	20.00	150.00
4002 · Merchandise	150.00	1,500.00
4004 · Newsletter Inserts	0.00	50.00
4005 · Other	0.00	50.00
4006 · Notary Income	10.00	50.00
4007 · Workshops	150.00	
<b>Total 4000 · Chamber Programs &amp; Services</b>	<b>330.00</b>	<b>1,800.00</b>
4010 · Donations	0.00	1,000.00
<b>4100 · Membership Dues</b>		
4101 · Agricultural	250.00	1,000.00
4102 · Business	12,610.00	53,665.00
4103 · Clergy	130.00	325.00
4104 · Educational	2,500.00	1,500.00
4105 · Family	110.00	220.00
4106 · Individual	325.00	390.00
4107 · Money (banks)	1,400.00	1,400.00
4108 · Non-Profit	1,550.00	4,000.00
4110 · Utilities	0.00	500.00
<b>Total 4100 · Membership Dues</b>	<b>18,875.00</b>	<b>63,000.00</b>
<b>4200 · Events</b>		
<b>4201 · Pizza Fest</b>		
4201.02 · Sponsorships	6,700.00	11,000.00
4201.04 · Bar Sales	0.00	4,000.00
4201.06 · Vendors	3,450.00	9,500.00
4201.09 · Entry Fees	300.00	
<b>Total 4201 · Pizza Fest</b>	<b>10,450.00</b>	<b>24,500.00</b>
<b>4202 · Installation</b>		
4202.01 · Attendees	5,995.00	4,800.00
4202.03 · Table Sponsorships	850.00	1,000.00
<b>Total 4202 · Installation</b>	<b>6,845.00</b>	<b>5,800.00</b>
<b>4203 · Rockin' the Arbor Concerts</b>		
4203.02 · Sponsorships	0.00	4,000.00
4203.04 · Bar Sales	0.00	17,000.00
4203.06 · Food Vendors	0.00	4,400.00
4203.08 · Vendors	0.00	800.00
4303.07 · Misc., Raffle, Bounce Hs, etc.	0.00	1,000.00
<b>Total 4203 · Rockin' the Arbor Concerts</b>	<b>0.00</b>	<b>27,200.00</b>
<b>4204 · Salute to Ag</b>		
4204.01 · Attendees	0.00	11,500.00
4204.02 · Sponsorships	0.00	4,800.00
4204.05 · Table Sponsorships	0.00	700.00
<b>Total 4204 · Salute to Ag</b>	<b>0.00</b>	<b>17,000.00</b>
<b>4205 · Luncheons</b>		
4205.01 · Attendees	1,354.00	6,000.00
4205.09 · Sponsorship	0.00	1,000.00
<b>Total 4205 · Luncheons</b>	<b>1,354.00</b>	<b>7,000.00</b>
4206 · Carnivals	3,434.00	6,000.00
<b>4207 · Christmas Parade &amp; Tree Raising</b>		
4207.02 · Sponsorships	0.00	1,000.00
<b>Total 4207 · Christmas Parade &amp; Tree Raising</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Total 4200 · Events</b>	<b>22,083.00</b>	<b>88,500.00</b>
<b>4600 · RDA Income</b>	<b>30,626.02</b>	<b>37,500.00</b>

	Jan - Mar 12	Budget
<b>4800 · Rental Property Income</b>		
4800.02 · Late Fees from Rentals	136.00	
4801 · 212 D Street	2,864.00	9,000.00
4802 · 218 D Street	3,800.00	9,000.00
4803 · Freight Room & Suites	3,125.00	12,000.00
<b>Total 4800 · Rental Property Income</b>	<b>9,925.00</b>	<b>30,000.00</b>
<b>Total Income</b>	<b>82,893.02</b>	<b>221,800.00</b>
<b>Gross Profit</b>	<b>82,893.02</b>	<b>221,800.00</b>
<b>Expense</b>		
<b>5000 · Programs &amp; Services</b>		
5002 · Merchandise	0.00	1,200.00
5003 · Newsletter	2,800.59	14,500.00
5004 · Dues, Subscription & Membership	653.00	1,000.00
5005 · Public Relations	26.14	1,300.00
5007 · Misc Expense	10.00	
<b>Total 5000 · Programs &amp; Services</b>	<b>3,489.73</b>	<b>18,000.00</b>
<b>5100 · Events Expense</b>		
5101 · Pizza Fest	757.25	10,000.00
5102 · Installation	5,739.93	5,600.00
5103 · Rockin' the Arbor Concerts	0.00	17,000.00
5104 · Salute to Ag	0.00	9,300.00
5105 · Luncheons	1,631.34	7,000.00
5106 · Carnival	0.00	700.00
5107 · Christmas Parade & Tree Raising	296.23	1,000.00
5111 · Holiday Stroll	0.00	300.00
<b>Total 5100 · Events Expense</b>	<b>8,424.75</b>	<b>50,900.00</b>
<b>5200 · Payroll Wages</b>		
5201 · CEO	10,806.91	40,000.00
5202 · Events Coordinator	0.00	
5203 · Office Manager	11,346.50	24,000.00
5204 · Membership Coordinator	0.00	20,000.00
5205 · DMA Wages	778.50	2,000.00
<b>Total 5200 · Payroll Wages</b>	<b>22,931.91</b>	<b>86,000.00</b>
<b>5250 · Payroll Expenses</b>		
5251 · Payroll Taxes	2,877.81	8,000.00
5250 · Payroll Expenses - Other	200.00	0.00
<b>Total 5250 · Payroll Expenses</b>	<b>3,077.81</b>	<b>8,000.00</b>
<b>5300 · Staff</b>		
5301 · Mileage	413.82	1,900.00
5302 · Conferences/Meetings	0.00	150.00
5303 · Meals and Entertainment	37.00	150.00
<b>Total 5300 · Staff</b>	<b>450.82</b>	<b>2,200.00</b>
<b>5350 · Board of Directors</b>		
5351 · Goal Setting Retreat	0.00	800.00
<b>Total 5350 · Board of Directors</b>	<b>0.00</b>	<b>800.00</b>
<b>5400 · Insurance</b>		
5400.1 · Workers Comp	23.00	1,300.00
5400 · Insurance - Other	0.00	9,200.00
<b>Total 5400 · Insurance</b>	<b>23.00</b>	<b>10,500.00</b>
<b>5450 · Mortgage Interest</b>	<b>431.41</b>	<b>2,000.00</b>
<b>5500 · Chamber Property</b>		
5501 · Repairs & Maintenance	150.00	1,800.00
<b>Total 5500 · Chamber Property</b>	<b>150.00</b>	<b>1,800.00</b>

	Jan - Mar 12	Budget
<b>5600 · Office Expenses</b>		
5601 · Equipment Maintenance	675.00	
5602 · Supplies	623.23	
5603 · Postage, Mailing Service	551.29	
5604 · Printing and Copying	403.69	
5605 · Computer/Internet/Tech	1,207.33	
5606 · Telephone, Telecommunications	669.41	
5600 · Office Expenses - Other	0.00	12,600.00
<b>Total 5600 · Office Expenses</b>	<b>4,129.95</b>	<b>12,600.00</b>
<b>5650 · Professional &amp; Banking</b>		
5651 · Accounting Fees	860.00	
5654 · Credit Card Service Charges	149.89	
5650 · Professional & Banking - Other	0.00	9,000.00
<b>Total 5650 · Professional &amp; Banking</b>	<b>1,009.89</b>	<b>9,000.00</b>
<b>5800 · Rental Prop Expenses</b>		
5801 · 212 D Street	125.00	
5802 · 218 D Street	125.00	
5803 · Freight Room & Suites		
5803.01 · City of Lemoore Shared Rental	1.00	
5803 · Freight Room & Suites - Other	5,172.39	
<b>Total 5803 · Freight Room &amp; Suites</b>	<b>5,173.39</b>	
5800 · Rental Prop Expenses - Other	0.00	9,000.00
<b>Total 5800 · Rental Prop Expenses</b>	<b>5,423.39</b>	<b>9,000.00</b>
<b>5890 · Utilities</b>		
5890.01 · Electricity-Depot	791.13	
5890.02 · Electricity-Downtown Heinlen	690.81	
5890.03 · Electricity-Downtown Lights 218	275.25	
5890.05 · Gas	350.97	
5890.06 · Water	191.70	
5890 · Utilities - Other	0.00	8,000.00
<b>Total 5890 · Utilities</b>	<b>2,299.86</b>	<b>8,000.00</b>
<b>Total Expense</b>	<b>51,842.52</b>	<b>218,800.00</b>
<b>Net Ordinary Income</b>	<b>31,050.50</b>	<b>3,000.00</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
4900 · Interest Income	1.46	
<b>Total Other Income</b>	<b>1.46</b>	
<b>Other Expense</b>		
5900 · Depreciation Expense	2,961.27	12,000.00
<b>Total Other Expense</b>	<b>2,961.27</b>	<b>12,000.00</b>
<b>Net Other Income</b>	<b>-2,959.81</b>	<b>-12,000.00</b>
<b>Net Income</b>	<b>28,090.69</b>	<b>-9,000.00</b>



## 2012 New Members

Cat	Joined	Dues	Name	Contact	Phone #	Mailing Address	City	State	Zip
B	3/28/2012	\$185.00	Central Cal Essentials	Jon Minnig	559-381-2361	1430 San Simeon Dr.	Lemoore	CA	93245
B	3/30/2012	\$185.00	Rickey L. Dale	Rickey Dale	559-816-6826	125 1/2 Larish St.	Lemoore	CA	93245
B	4/4/2012	In Kind	KIUG & Z104.9 Radio	Mark Cole	559-772-6195	1401 W. Caldwell Ave.	Visalia	CA	93277

## 2012 Renewing Members-Mar/Apr

Date	Cat	Dues	Name
3/27/2012	I	110.00	Bill & Patty Henry
3/27/2012	N	150.00	MIQ School Parents Association
3/28/2012	B	215.00	Jesse R. Liscomb, MD
3/29/2012	B	185.00	Clean Time Laundry
4/5/2012	B	215.00	Lemoore Tax Service
4/9/2012	B	215.00	Tanglewood Apartments
4/9/2012	B	860.00	Olam Tomato Processors, Inc.
4/12/2012	B	185.00	Big Orange Shaved Ice
4/12/2012	B	215.00	Master Storage
4/17/2012	B	215.00	Rodrigues Pump Company
4/17/2012	B	185.00	Domino's Pizza
4/20/2012	B	215.00	Heritage Apartments
4/20/2012	I	65.00	John Giovannetti

\$3,030.00

## 2012 Dropped Members

Cat.	Joined	Bill Mo.	Business/Name	Contact	Phone

No Dropped Members for April