

# Peachland Chamber of Commerce

Board of Directors Meeting  
Held Monday, March 28, 2016 at 5:30 pm  
Peachland Historic Primary School

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**Directors Present** Dave Collins, Darlene Hartford, Larry Guilbault, Catherine Gnius, Rocky Rocksborough-Smith, Wolfgang Muhs

**Administrative Staff** Patrick Van Minsel, Executive Director, Joey Byatt, Director of Tourism Services

**Regrets** Peter Stapleton, Shayn Moritz

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**CALL TO ORDER** The meeting was called to order by President, Dave Collins, at 5:30 pm.

**AMMENDMENTS TO THE AGENDA** Add Canada 150, 7d. New Business

**ADOPTION OF THE AGENA** **Moved** by Wolfgang Muhs to adopt the Agenda as presented.  
Second by Catherine Gnius **CARRIED**

**AMMENDMENTS TO THE MINUTES, January 18, 2016**

None

**Moved** by Rocky Rocksborough-Smith  
To adopt the minutes of the January 18, 2016 Board of Directors Meeting as presented.  
Second by Catherine Gnius **CARRIED**

## **REPORTS**

### **PRESIDENTS REPORT**

Presented by Dave Collins  
A Breakfast Meeting will be held April 2, 2016 at 8:00 am with Council, District Staff, Chamber Directors, businesses and community organizations in the Banquet Room, Peachland Community Centre. Five Directors will be in attendance.

The Annual General Membership Meeting will be scheduled in early May. Election of the 2016-2017 Board of Directors will be held at that time. Returning Directors are: Catherine Gnius, Rocky Rocksborough-Smith, Dave Collins. Retiring Directors are Shayn Moritz and Wolfgang Muhs. Undecided are Larry Guilbault and Darlene Hartford.

Dave Collins prefers to hold the position of Past President for this term

**TOURISM SERVICES REPORT** Dave Collins welcomed and introduced the new Director of Tourism Services, Joey Byatt.  
The *Tourism Services Report* will be included under New Business.

**CHAMBER OPERATIONS REPORT** Presented by Patrick Van Minsel

Membership: 119 paid members. Membership numbers fluctuate periodically. Five businesses have closed recently. The newest Peachland Chamber member is Eagles' Nest B&B. Membership renewals were received from The Cove and the Holiday Inn. The Chamber website is current and all members are posted.

The CTO Grant for the Visitor Centre has been approved for 2016. Funds of \$8,400.00 are approved; this is the final year CTO funds will be available.

*Chamber Operations Report* to be continued under New Business.

**TREASURERS REPORT** Presented by Wolfgang Muhs  
Report attached and will be discussed under New Business

**MOTION TO ACCEPT REPORTS** Moved by Rocky Rocksborough-Smith to accept all Reports as presented.  
Second by Larry Guilbault **CARRIED**

**BUSINESS ARISING FROM JAN. 18, 2016 BOARD MTG.**

**PET, WINE & BUSINESS EXPO**

Registrations to date include 33 business vendors; 8 pet vendors; 3 wineries and 8 community groups. The outside vendor's fee is \$250 approximately, pending space required. To date registration fees received are \$4,382.00 (approx.); \$622.00 (approx.) outstanding. There are 11 new vendors this year. There will be a \$2 entrée fee; more volunteers are required.

**EXECUTIVE DIRECTOR BANKED HOURS** Report and discussion tabled to the final item of business.

**NEW BUSINESS**

**VISITOR CENTRE PROGRESS REPORT  
COUNCIL PRESENTATION**

The 2015–2018 goals of Peachland Chamber of Commerce, for the operation of the Visitor Centre, were summarized in the format of a slideshow. The slide show will be presented to the Committee of the Whole on April 12, 2016. Patrick presented the slideshow to Directors for approval. Directors agreed this was a refreshing approach compared to a package of printed material. Visitor Centre Statistics were clearly presented and easily interpreted in the chart format.

Moved by Wolfgang Muhs

To accept the slideshow of the Summary of 2015 – 2018 Goals of Peachland Chamber of Commerce for the operation of the Visitor Information Centre, as the formal presentation to the Committee of the Whole on April 12, 2016, subject to minor changes discussed.

Second by Dave Collins

**CARRIED**

Changes will be emailed to Directors for approval before Fri. April 8<sup>th</sup>. The presentation to Council will also include the 2015 Financial Statement as prepared by the Chamber accountant (Unaudited); if the District requires an audited report, one option could be, preparation by the CEO.

The Statement of Receipts & Disbursements will also be included. President, Dave Collins, will present.

**VISITOR CENTRE REPORT**

There are two websites for the Visitor Centre:

[www.destinationpeachland.com](http://www.destinationpeachland.com) and [www.visitpeachland.ca](http://www.visitpeachland.ca)

The new Director of Tourism will be responsible for: all social media of the Visitor Centre (Facebook, twitter, Instagram, Destination Peachland) and website updates; Legends of the Lake Interpretive Centre including working with the Bat Education & Ecological Protection Society; Winter Markets; Use of Space for events and functions; and retail products available for sale in the gift shop.

The following grants have been approved for the VC:

CTO Project – 2015 designated to the Visitor Guide & 2016

Funds designated to the sign improvement project at Doggy Beach.

There will be an unveiling of the sign upon completion.

**FINANCIALS, PEACHLAND CHAMBER**

**2015 FISCAL YEAR END**

The Financial Statement for Peachland Chamber of Commerce 2015 Fiscal Year, and the 2015 Statement of Receipts and Disbursements were reviewed as attached. Discussion ensued regarding the report.

Moved by Dave Collins

To accept Peachland Chamber of Commerce 2015 Fiscal Year End Statement and the 2015 Statement of Receipts and Disbursements as presented.

Second by Catherine Gnius

**CARRIED**

**CANDAD 150 CELEBRATION**

Darlene Hartford sits on Council's Canada 150 Committee. At the first committee meeting ideas were brainstormed for funding opportunities. The idea of creating a History Water Wall in the Visitor Centre was presented. Plumbing was installed at the site during the renovation of Peachland Historic Primary School, for a future project.

**OTHER**

**NEW LOGO  
PEACHLAND CHAMBER**

The slogan, "Peachland, the Heart of the Okanagan" was discussed at the Tourism Promotion Committee meeting. No action was taken at that time. Due to the potential of losing this opportunity, Patrick Van Minsel bought the rights to the slogan and owns the trademark. Patrick owns the rights to the website [www.theheartoftheOkanagan.ca](http://www.theheartoftheOkanagan.ca), however, it is not operational at this time.

**MOVIE NIGHT**

Larry Guilbault reported the 2<sup>nd</sup> Annual Movie Night will likely occur and August 14<sup>th</sup> is being considered as the date. It is in the planning stage.

**OTHER EVENTS**

Rib Fest will be held on August 13, 2016.

Council has approved Mud, Sweat & Tears at Ponderosa Golf Course, off Sommerset Avenue; May 14, 2016 is the date being considered.

Peachland Royal Canadian Legion is requesting assistance from the Chamber for a 6 month training program. The Executive Director will meet with Bonney Dantze.

**EXECUTIVE DIRECTOR'S  
BANKED HOURS**

The Executive Director has accrued 229.5 banked hours; the wage is \$20.00 per hour

Discussion ensued regarding banked hours of the Executive Director.

- 30 hrs per week are designated for this position. More hours are required with upcoming events and presentations.
- The staff Time Sheet has a space to provide banked hours; banked hours accrued monthly can be monitored.
- One option of settlement is part payment and part holiday time.
- After a major event time-off should be taken when possible

- The Executive Director acquired additional responsibilities of the Visitor Centre from October 2015 to February 2016 during the absence of a Tourism Services Director (4.5 months)
- Partial payment could be allotted from the Visitor Centre budget for time accrued during the absence of the Tourism Director, for attending conferences and meetings, and tending to Visitor Centre emails.
- Christmas vacation and an upcoming vacation can be accepted as time taken.
- 50/50 of time and payment is a fair settlement

Moved by Dave Collins

To pay-out one half of the Executive Director's banked hours (115 hours) using 50% from Peachland Chamber of Commerce budget and 50% from the Visitor Information Centre budget, due to time required by the Executive Director to continue the operations of the Visitor Centre, during the absence of the Tourism Services Director, October 2015 to February 2016.

Second by Rocky Rocksborough-Smith

**CARRIED**

Moved by Dave Collins

The Executive Director is to report banked hours for approval at monthly Board of Director meetings, with the exception of Quarterly Membership Meetings and the Annual General Meeting, whereby reports will be emailed to Directors. Banked hours are to be reviewed quarterly by the Board of Directors to avoid large numbers of accrued hours.

Second by Darlene Hartford

**CARRIED**

**NEXT MEETING**

The next meeting will be on Monday, April 25, 2016 at Peachland Historic Primary School, Conference Room, 5:30 pm.

**ADJOURNMENT**

Moved by Catherine Gnius to adjourn at 7:24 pm.

**CARRIED**

**Certified Correct**

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**President**

Dated at Peachland, B.C.

This \_\_\_\_\_ day of \_\_\_\_\_ 2015.