



Lavon Area Chamber of Commerce
Serving Lavon, Copeville, Josephine and Nevada
Promote | Connect | Educate

Board of Directors

Meeting Minutes

September 12, 2018 @ 11:00 a.m.

Held at First Assembly of God Church, Lavon TX

Board Members:

- **Present:** Holly Richardson, Debbie Perry, Katie Shockley, Chris Perry, Brad Tiegs, Mike Powell and Alphonso Bates
- **Absent:** Ada Mooney and Melissa Markle
- **Quorum Present:** Yes

Public Attendance:

- Lieutenant Roger Myers, Lavon Police Department
- Lucie Spencer, Police Officer with the Lavon Police Department

Proceedings:

- Meeting called to order at 11:00 a.m., by Holly Richardson, President
- **Urgent Action Item (not on agenda):**
Holly discussed that during a routine bank procedure, discrepancies were found in one or more of the Chambers' bank accounts. It appears that some funds are missing, and a police investigation has been opened. Lieutenant Myers then went over various options the Board has regarding this matter, then he and Officer Spencer departed.

Board Members Unanimously Agreed to take the following actions:

1. The Board will fully cooperate with the police investigation and do nothing to compromise that investigation.
2. Holly, as interim president, and per the Bylaws authorized to press charges.
3. Implement Stronger Financial Checks and Balances by implementing new Financial Policies and Procedures.
4. Send Press Release to Membership
5. Cease and Desist notification to Melissa Markle
6. Start an Internal Audit of the books

Vote Actions Taken:

1. Remove Melissa Markle as Treasurer:
Mike motions to accept, Chris seconds, unanimous
2. Revoke Melissa Markle and Melissa Markle Photography Chamber Membership:
Mike motions to accept, Chris seconds, unanimous
3. Vote Debbie as interim Treasurer placing her as interim Treasurer/Secretary:
Mike motions to accept, Chris seconds, unanimous

I. Consent Agenda:

1. August 2018 BOD Meeting Minutes - **Tabled for next month**
2. August 2018 Treasurer's Report - **Tabled for next month**
3. Membership Dues Delinquent List - **Tabled for next month**



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II. Citizens Forum - NONE

III. Action Items to Vote on:

1. \$150.00 donation to the Lavon Fall Festival to sponsor bounce house:
Katie motions to accept, Brad seconds, unanimous
2. \$100.00 payment to C&S Media for ad production fee for banquet held in April:
Holly motions to accept, Brad seconds, unanimous
3. Nominal Fee to Secretary and Treasurer for paper/ink supplies.
Chamber will reimburse up to \$50 per quarter for each position with receipts:
Brad motions to accept, Mike seconds, unanimous
4. Membership Tiers – **Tabled for next month**
5. Chamber Perks Page – **Tabled for next month**
6. *Nomination Committee Selected; Debbie Perry and Alphonso Bates:*
Holly motions to accept, Brad seconds, unanimous
7. Bylaw Amendments – **Tabled for next month**

IV. Discussion and Consideration Items:

1. Credit Card Processing: Dawn McKee in attendance to discuss – **Tabled**
Attendance cancelled prior to meeting by Holly.
2. Website: Darrell Herbst in attendance to discuss – **Cancelled**
Attendance cancelled prior to meeting by Brad.
3. Website Agreement – **No Vote**
Board agreed unanimously to not utilize Darrell Herbst services for new website. Brad will vet new website designer.
4. Positions Duties - **Tabled**
5. *Annual Review of QuickBooks - Tabled until Internal Audit Complete*
6. Order of Membership plaque inserts for upcoming year – **Tabled for next month**
7. Golf Tournament Nov 2018:
Brad Tieg to begin planning Chamber involvement
8. Chamber Booth at Lavon Fall Festival:
Board decided not to have a booth

V. New/Other Business (not on agenda)

1. Fishing Tournament: Brad to begin planning Chamber involvement

VI. Setting Future Meetings and Agendas

1. Purchase of IPAD
2. Polling of Membership

- Meeting Adjourned at 1:05 p.m., by Holly
- Next BOD Meeting is October 10, 2018 at 11:00 a.m.

Minutes Duly passed and approved this 10 day of October, 2018

X Debbie Perry
Debbie Perry, Interim Secretary

X Holly Richardson
Holly Richardson, Interim President