



Smithville Chamber of Commerce  
November Board Meeting  
November 20, 2019  
David Cooper's Office with Lunch by Family Traditions

The meeting was called to order by President Starla Janes at 11:56 am.

Attendees were Carol Noecker, Starla Janes, David Cooper, Dave Marsh, Holly Olsen, Pam Davis, Kelly Busch, Angela Gillen, Dennis Brewer, and Scott Pearson.

### **Meeting Minutes**

The October 2019 minutes were presented for approval by David Cooper. No corrections were noted. Holly moved to approve the minutes. Pam seconded the motion, the motion passed.

### **Treasurer's Report**

The October 2019 Balance Sheet and Budget was presented for approval by treasurer Dave Marsh. Membership dues are still coming in, the budget shows a negative balance because dues are yet to be received. Pam moved to approve the treasurer's report, Dennis seconded it. The motion passed.

### **Executive Director Report – Carol Noecker**

1. The new member this month is Michelle Webb with TW Print and Signs.
2. The December luncheon will be hosted by Angela Gillen and David Cooper with Edward Jones. There are no sponsors for next years luncheons at this point.
3. The Missouri Mainstreet Program kickoff was Nov. 12<sup>th</sup>. A town hall meeting to gather more community input is being planned.
4. Small Business Saturday is on Sat. Nov. 30<sup>th</sup>, the chamber will promote shopping local.
5. Candyland Christmas will be held in Lances building on the square (the former Cherrine's Hair Salon) on Sat. Dec 7<sup>th</sup> and Fri. Dec 13<sup>th</sup>. The lighted Christmas parade will also be on the 7<sup>th</sup>. Several chamber members have donated items to give away.
6. We will have board elections in December, the deadline for nominations is Dec 2nd.
7. The chamber requested bids for printing the directory, currently only have one bid from the Courier Tribune.

8. Oktoberfest did not go well, they are considering changing it back to Lake Fest being held in August. The Oktoberfest Committee has visited with Kelley Stumph about the options of partnering with the chamber's BBQ Contest.
9. LuAnn Ridgeway is looking for people to sit on a Clay County constitution advisory committee. The deadline is Nov. 20<sup>th</sup> if anyone is interested.

### **Outreach Specialist – Kelly Busch**

LaFuente has not paid program expenses since July, all others are paid up to date. There was still about 20 visits made last month.

**EDC Report – Scott Pearson** No report.

### **Old Business**

Bids are still being sought for the Chamber building façade, no new bids have been received.

Letters from chamber tenants Don Hanks and Shari Rogers were received responding to the lease agreements. Don shared his long history as a tenant and believes that he should be allowed to continue as a tenant on a month to month basis at his current rate and not be required to obtain liability insurance. Shari stated that she is not in a position to sign a yearly lease and that given the size of her office, the rent increase and insurance requirement is not reasonable.

Much discussion followed concerning our new rental terms and our current tenant's response. Although the lease agreement requirements were discussed at length before they were presented to our tenants, considerations were discussed in respect to our current tenants with the desire to have them stay. Options were considered to not require a yearly lease, but it was reiterated that our rental income is part of our annual budget. The need for a rate increase was discussed and determined that it was still reasonable for the space, especially when considering the rent has not increased for many years. When discussing the need for liability insurance, Scott said that it wasn't necessary to require our tenants to maintain general liability insurance. Scott is the chamber representative for Cowell, James & Forge Insurance who insures the chamber building.

More discussion followed debating the need for insurance and whether it should be included in the new lease agreement. In light of the new information that Scott shared, David moved to change the lease agreement to keep the rent increase and require a signed yearly lease agreement, but not require our tenants to maintain liability insurance. Holly seconded the motion. The motion passed while Angela abstained.

The 2020 budget for the chamber was discussed and presented for approval. Chamber board members met previously to collaborate on forming the 2020 budget. Holly moved to approve the 2020 budget then Angela seconded the motion. The motion passed.

**New Business -** No new business

**Meeting Adjournment:** The meeting was adjourned at 1:10 pm.

### **Addendum to the Minutes:**

Due to some differing opinions and confusion regarding the need for our renters to require liability insurance, further research was done and discussed through emails on November 21<sup>st</sup> and 22<sup>nd</sup>. Scott Pearson shared via email a discussion with Sonnie Nichols of Missouri Rural Services Corp who is the insurance carrier for the chamber. Scott gave details of the tenants and offices and then asked if we as a chamber should require them to carry General Liability insurance. Scott's opinion was that the potential loss exposure is so minimal that having the tenants carry liability insurance was not needed. Sonnie responded that he would leave it to the insured's discretion but agrees it doesn't pose much additional exposure.

Dennis Brewer, a State Farm insurance agent, verified with two other independent insurance agencies and with State Farm that the liability requirement is a standard practice in commercial leasing that does not make exceptions for enclosed tenants. By not requiring liability insurance, the Chamber is leaving itself at risk.

Scott discussed the matter with the owner of Cowell James Forge Insurance, the insurance provider for the chamber. Scott then said that his professional obligation as the chamber's insurance agent would be to recommend the chamber require the tenants to have a general liability policy.

With this updated information, Holly moved to change the lease agreement back to its original form which requires liability insurance, includes the rent increase, and requires a one year lease agreement. David seconded the motion. The motion passed.