

**AGENDA**  
**MEETING OF THE LEMOORE DISTRICT CHAMBER OF COMMERCE**  
**BOARD OF DIRECTORS**  
December 21, 2010 AT 7 A.M.  
CHAMBER OFFICE

1. **Call to Order**
2. **Action Items:**
  - A. November 16, 2010 Minutes
  - B. November 2010 Financial Reports
3. **Discussion/Action Items:**
  - A. **Carnival - Does the Chamber want to continue this event?**
  - B. **Establish Committees/Chair's for each Chamber Event**
  - C. **Pizza Fest Committee Report**
  - D. **2011 Budget**
  - E. **Suggested Luncheon Guests/Topics**

**Update Items:**

- **5-year Contract between Lemoore Chamber and City of Lemoore Redevelopment Agency**
- **Lawsuit (2007- Christmas Parade)**
- **Status of Rental Properties:**
  - Chamber Building - Office Space Upstairs - Suite A - Always Best Care. They have recently moved out. We have not yet received all of their keys.
  - 212 West "D" Street - Still vacant
- **Personnel**

**Upcoming Events:** (what we are currently working on)

January Luncheon Meeting – January 12<sup>th</sup> – David Robinson, new Kings County Sherriff

Installation Banquet – January 21<sup>st</sup> – Tachi Palace – 6 p.m. - \$40

Guest Speaker - to be determined

Business of the Year: Buzz Felleke - Rebecca's Espresso, Joshua's Roasting Company

Organization of the Year: Lemoore High School Foundation

Citizen of the Year: TOP SECRET

Pizza Festival: April 15-17

Any Other Business / Adjourn

**MINUTES**  
**Meeting of the Lemoore District Chamber of Commerce Board of Directors**  
**Tuesday, November 16, 2010**

**PRESENT WERE:** VICE CHAIRMAN Rick Rayburn; CHAIRMAN-ELECT Michael Patterson;  
DIRECTORS: Jeff Briltz, Jeff Garcia, Paul Santiago, Don Warkentin, Debbie Gullord, Aracely Salas, Skip Nugent, Melinda Larson, John Miller and CEO Maureen Azevedo

**ABSENT WERE:** CHAIRMAN Rick Rossiter; CFO Ron Walker; DIRECTORS: Mary Hornsby and Diana Peck

**GUESTS WERE:** Rosalind Wong, Accountant with M. Green and Company

**Called to Order:** 7:00 a.m., by VICE CHAIRMAN, Rick Rayburn.

**ACTION ITEMS:**

**Minutes - September 21, 2010:** Motion by Don Warkentin, Second, by Michael Patterson, with one exception, Update Items - 212 West D St. Property - Omit all the unnecessary added information. Simply state, the Application was Unacceptable. With that correction noted, the minutes were unanimously approved.

**Financial Reports - October 2010:** Motion by Jeff Briltz, Second by Skip Nugent, unanimously approved.

**RDA and Lemoore Chamber 5yr Agreement** - CEO would be in attendance at this evenings City Council /Redevelopment Agency Board meeting. The Chamber Board directed CEO, as long as nothing significant was added, or taken away from the last/final revised 5yr Agreement, it would be accepted. Otherwise, it would be necessary to bring it back to the Chamber Board. Motion by Skip Nugent, Second by Aracely Salas, motion approved, with Jeff Briltz, Abstaining.

**Notary Service** - Additional Chamber Service; offered FREE to Chamber Members. \$335 cost to Chamber - for renewing Notary 4 yr. Term/License. This service would be Free to Chamber Members. All others requesting this service would be charged the standard, \$10 fee per signature fee. This would be income to the Chamber. Motion by Jeff Garcia, Second by Debbie Gullord, unanimously approved.

**THE ADDITIONAL FOLLOWING ACTION / UPDATE ITEMS:** presented and discussed

**Results of 2011 Goal Setting Session**

**Upcoming Events:** Discussed Tree Raising and Christmas Parade.

**Committee/Event(s) Sign-up Sheet:** Was passed around

**Other Business:**

**Meeting adjourned @ 8:00 a.m.**

**Respectfully Submitted,**

**Maureen Azevedo,  
Chief Executive Officer**

**Lemoore District Chamber of Commerce**  
**Balance Sheet**  
 As of November 30, 2010

	Nov 30, 10
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Union Bank	9,281.03
1001 · Union Bank Checking/Savings	548.90
1002 · Union Bank Savings	12,037.37
1021 · Petty Cash	230.00
<b>Total Checking/Savings</b>	22,097.30
<b>Other Current Assets</b>	
1400 · Undeposited Funds	11,151.59
<b>Total Other Current Assets</b>	11,151.59
<b>Total Current Assets</b>	33,248.89
<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	-73,952.37
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	-38,770.63
<b>Total Fixed Assets</b>	200,016.60
<b>TOTAL ASSETS</b>	<b>233,265.49</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
2050 · Wells Fargo Business Card	-715.21
<b>Total Credit Cards</b>	-715.21
<b>Other Current Liabilities</b>	
2065 - Scholarship Fund	50.00
2070 - Rental Security Deposits	5,270.00
2060 · Mural Fund	548.90
<b>Total Other Current Liabilities</b>	5,868.90
<b>Total Current Liabilities</b>	5,153.69
<b>Long Term Liabilities</b>	
2700 · Westamerica Mortgage	37,952.43
<b>Total Long Term Liabilities</b>	37,952.43
<b>Total Liabilities</b>	43,106.12
<b>Equity</b>	
3100 · Fund Surplus	215,743.50
3900 · Retained Earnings	10,712.50
Net Income	-36,296.63
<b>Total Equity</b>	190,159.37
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>233,265.49</b>

**Lemoore District Chamber of Commerce**  
**Profit & Loss**  
 January through November 2010

	Jan - Nov 10
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Misc Income	2,543.79
4000 · Chamber Services	
4000.1 · Banners	210.00
4000.2 · Bulk Mailing	95.00
4000.3 · Other	368.40
4300.4 · Newsletter Inserts	50.00
<b>Total 4000 · Chamber Services</b>	<b>723.40</b>
4020 · Events	
4020.01 · Attendees	21,579.25
4020.02 · Bar Sales	3,662.00
4020.03 · Car Show Entry	0.00
4020.04 · Carnival	4,766.00
4020.11 · Sponsorship	12,650.00
4020.13 · Table Sponsors	1,300.00
4020.15 · Vendors	12,786.00
4020.16 · Events - Other	2,441.00
<b>Total 4020 · Events</b>	<b>59,184.25</b>
4030 · Membership Dues	
4030.01 · Agricultural	465.00
4030.02 · Business	29,139.75
4030.03 · Clergy	260.00
4030.04 · Educational	1,000.00
4030.05 · Family	220.00
4030.06 · Individual	260.00
4030.07 · Money (banks)	700.00
4030.08 · Non-Profit	2,550.00
4030.09 · Titled Officials	0.00
<b>Total 4030 · Membership Dues</b>	<b>34,594.75</b>
4500 · Merchandise	1,900.71
4600 · RDA Income	29,078.78
4800 · Rental Property Income	
4800.07 · Rental - Security Deposit	577.14
4800 · Rental Property Income - Other	22,405.00
<b>Total 4800 · Rental Property Income</b>	<b>22,982.14</b>
<b>Total Income</b>	<b>151,007.82</b>
<b>Gross Profit</b>	<b>151,007.82</b>
<b>Expense</b>	
Misc Expense	105.22
5000 · Advertising	133.97
5001 · Bank Service Charges	171.61
5001.50 · Credit Card Service Charges	1,266.17
5002 · Bulk Mail	902.36
5011 · Conventions and Meetings	1,473.45
5019 · Ambassador Program	157.69
5020 · Events Expense	
5020.03 · Awards	178.61
5020.04 · Banners	445.88
5020.05 · Bar Service	3,689.10
5020.07 · Carnival	1,355.84
5020.08 · Catering	18,859.98
5020.09 · Donations	750.00
5020.10 · Entertainment	8,775.00
5020.12 · Licenses/Permits	475.00
5020.13 · Luncheon	10.28
5020.14 · Merchandise	128.16
5020.15 · Porta Potties	298.97
5020.16 · Security	1,246.00
5020.17 · Supplies	672.38
5020.18 · Chamber Luncheon	21.65
5020.25 · equipment rental	1,717.08
5020 · Events Expense - Other	1,093.99
<b>Total 5020 · Events Expense</b>	<b>39,717.92</b>

**Lemoore District Chamber of Commerce**  
**Profit & Loss**  
 January through November 2010

	Jan - Nov 10
<b>5030 · Newsletter</b>	
5030.1 · Postage	514.24
5030 · Newsletter - Other	9,125.28
<b>Total 5030 · Newsletter</b>	9,639.52
<b>5040 · Office Expenses</b>	
5040.03 · Postage, Mailing Service	1,153.92
5040.04 · Printing and Copying	1,958.09
5040.05 · Supplies	1,993.50
5040.06 · Telephone, Telecommunications	2,169.83
5040.07 · Computer/Internet/Tech	1,906.16
5040.08 · Meals and Entertainment	34.64
5040 · Office Expenses - Other	386.23
<b>Total 5040 · Office Expenses</b>	9,602.37
<b>5300 · Payroll Wages</b>	
5300.01 · CEO	31,800.00
5300.02 · Events Coordinator	997.63
5300.03 · Office Manager	27,146.05
5300.07 · DMA Wages	4,114.25
5300.8 · LCOC	2,686.08
<b>Total 5300 · Payroll Wages</b>	66,744.01
<b>5350 · Payroll Expenses</b>	
5350.1 · Payroll Taxes	6,854.05
5350 · Payroll Expenses - Other	-669.15
<b>Total 5350 · Payroll Expenses</b>	6,184.90
<b>5370 · Taxes</b>	117.00
<b>5400 · Insurance</b>	
5400.1 · Workers Comp	1,022.00
5400 · Insurance - Other	8,997.56
<b>Total 5400 · Insurance</b>	10,019.56
<b>5450 · Mortgage Interest</b>	2,577.96
<b>5500 · Repairs and Maintenance</b>	
5500.2 · Equipment Repairs	844.50
5500 · Repairs and Maintenance - Other	1,860.79
<b>Total 5500 · Repairs and Maintenance</b>	2,705.29
<b>5550 · Janitorial</b>	94.55
<b>5570 · Pest Control</b>	395.00
<b>5590 · Accounting Fees</b>	4,123.12
<b>5591 · Legal Fees</b>	115.40
<b>5600 · Christmas Ornaments</b>	1,657.34
<b>5610 · Plaques and Awards</b>	350.73
<b>5700 · Dues, Subscription &amp; Membership</b>	1,095.00
<b>5701 · Refunds</b>	600.00
<b>5800 · Rental Prop Expenses</b>	
5800.1 · Repairs and Maintenance	4,287.51
5800.2 · Property Taxes	1,353.75
5800.3 · Electricity	90.34
5800.4 · Gardening	1,250.00
5800.7 · Water	173.89
5800.9 · Supplies	121.99
5800 · Rental Prop Expenses - Other	506.64
<b>Total 5800 · Rental Prop Expenses</b>	7,784.12
<b>5850 · Mileage</b>	24.00
<b>5851 · Travel and Meetings</b>	
5851.1 · Conference, Convention, Meeting	440.00
5851.2 · Travel	59.40
<b>Total 5851 · Travel and Meetings</b>	499.40
<b>5890 · Utilities</b>	
5890.01 · Electricity-Depot	3,328.36
5890.02 · Electricity-Downtown Heinlen	867.54
5890.03 · Electricity-Downtown Lights 218	580.85
5890.05 · Gas	790.55
5890.06 · Water	569.67
<b>Total 5890 · Utilities</b>	6,136.97

Lemoore District Chamber of Commerce  
**Profit & Loss**  
January through November 2010

	<u>Jan - Nov 10</u>
5900 · Depreciation Expense	12,936.00
5910 · Pass Through Expense	0.00
<b>Total Expense</b>	<u>187,330.63</u>
<b>Net Ordinary Income</b>	-36,322.81
<b>Other Income/Expense</b>	
Other Income	
Opening Account Balance	0.00
4900 · Interest Income	26.18
<b>Total Other Income</b>	<u>26.18</u>
<b>Net Other Income</b>	<u>26.18</u>
<b>Net Income</b>	<u><u>-36,296.63</u></u>