

THE WESTPORT AREA BUSINESS ASSOCIATION

March 29, 2016

MINUTES

ATTENDANCE: Sandra Billieu, Dana Witkemper, Mike Gasper, Terry Green, Teri McGrath, Teresa Watkins, Greg Watkins and Bonnie Hahn

ABSENT: Diana Wildman and Lizette Bell

MEMBERS & GUESTS: Byron Gatewood, Bob Cheatham, Dave Stults, Linda Mozingo, Faith Combs, Joyce Brindley and Russell Wilson

The meeting was called to order by Sandra Billieu, Vice President. Roll Call

Bonnie Hahn, read the minutes from the Meeting on February 16, 2016. Terry Green moved to accept the report and Dana Witkemper seconded. Minutes approved as read.

Teresa presented the Treasurer's report including current balance and accounts receivable. Mike Gasper, moved to accept the report, Terry Green seconded. Report approved as read.

- Treasurer's Audit report completed - by Faith Combs and Ruth Diekhoff
 - Requested a Duplicated Deposit Receipts – Teresa explained she has it available on-line
 - They feel the audit should be completed by a board member
 - Per By Laws; #7 Letter D –
 - An auditing committee consisting of not less than three members, appointed by the board of directors as recommended by the President, shall audit the Treasurer's records at the end of each fiscal year and report their findings within sixty days to the board.
 - There was once \$200 was sent per an 'e' mail need minutes with it to show it was brought up.
 - All transactions need to be going through the treasurer to have better record keeping
 - Feels we need not use Counter check any longer
 - Feels we should not allow cash transactions
 - Sandi Billieu made a motion to no longer use counter checks & no cash transactions.
 - Terry Green Second
 - Motion Carried

Membership report – Need to follow up with Ron at Sardinia Machine and Brad Davis – New Pioneer Building and check with Westport Locker to see if interested in joining.

Public Relations: Sandi reported that the Crier will be mailed out March 31, Circus info, recycle; Covered Bridge Vendor and Parade forms are included.

Circus – April 30, 2PM & 4:30PM shows advanced tickets 2 and under free - \$7.00 Children & Seniors \$10.00 adults. Day of the show \$8 and \$13

Advanced sales by telemarketer sold \$1444.00 worth of tickets

40% sales – Telemarketer 35% - Circus 25% - Westport business association

If we sale 200 tickets before the circus we will get our deposit – have not received tickets yet

Sign up and Sandi will deliver tickets when they come in.

Clown- will be at the elementary school on April 22nd at 10AM for a performance, Ruth will provide transportation.

Main Source Bank has announced Sat hours starting May 1st, they want to be sure our community uses the bank.

Russell Wilson visited to share the details of this years' Youth to Yellowstone. Last year they took six students. This year the goal is to take 12 students 6 each time and have two different times.

- Sandi Billieu will donate \$50 and challenged other businesses to do the same. This will be brought up for vote next meeting.

New Business: Some activity at the down town restaurant, Dennis is planning on opening it again.

Covered Bridge Update:

We will have a Grand Marshall for the parade this year it will be the Westport Business association present and past active members. We are working on vendors and parade participates. We are requesting money to replace the ducks for the duckling derby. Check with Susan Rust @ Crafts & Occasion's.

A suggestion for items to sale at the covered bridge was a picture of the covered bridge in a Jig Saw Puzzle.

Reminder: Tonight Covered Bridge festival meeting 6:30 @ Town Hall

Upcoming Events:

Beatify Westport Meeting April 5th Town Hall 6PM

Town Board Meeting – April 11th

Recycle Day – May 7th 9AM-12PM @ the Town Hall Parking lot

Spaghetti Dinner - May 14th Silent Auction 5PM – 7PM - Benefits Reserve Officers

Mike Gasper made a motion to adjourn and Dana Witkemper seconded. Motion carried.

Signed: Bonnie Hahn