

Executive Committee Meeting  
9:00-10:00AM, February 17, 2022  
Chair Casey Doyle Conference Room

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- |      |  |                       |
|------|--|-----------------------|
| 9:00 | Call Executive Committee Meeting to Order and Invocation   | Chair Casey Doyle     |
| 9:05 | Approve Consent Agenda                                     | Chair Casey Doyle     |
|      | 1. Executive Committee Minutes for January (Attachment 1)  |                       |
|      | 2. Board Member Attendance (Attachment 2)                  |                       |
|      | 3. Membership Reports (Attachment 3)                       |                       |
| 9:10 | Financial Report   | Treasurer Beth Lawson |
|      | 1. Discuss/Approve January Financial Recaps (Attachment 4) |                       |
| 9:15 | Old Business   | Chair Casey Doyle     |
|      | 1. City Wide Branding Update                               | Becky Palmer          |
|      | 2. CB PAC Update   | Dave Marcinkowski     |
| 9:30 | New Business   |                       |
|      | 1. Board Retreat   | Casey Doyle           |
| 9:45 | CEO Report   | CEO Kay McDowell      |
| 9:55 | Chair's Comments and Adjourn                               | Chair Casey Doyle     |

Executive Committee Meeting Minutes  
9:00-10:00 a.m. Thursday, January 20, 2022

Members Present: Steve Beck\* Chris Chambers Dave Marcinkowski  
Robert Wood\* Dana Madison\* Rey Carrasco\*  
Kay McDowell\* Becky Palmer\*  
Casey Doyle\* Beth Lawson\*

Staff: Kyle Jacobson\*

#### Welcome

1. Chair Casey Doyle called the meeting to order and provided the invocation

#### Consent Agenda

1. Reviewed Consent Agenda Items
  - a. Executive Committee Dec. 9 minutes
  - b. Board Member attendance
  - c. Membership reports
2. Approval was made with a motion by Steve Beck, seconded by Becky Palmer and passed unanimously

#### Treasurer's Report by Treasurer Beth Lawson

1. Reviewed December financial recaps and approved by a motion by Robert Wood, seconded by Steve Beck and passed unanimously
2. Reviewed Six-Month Forecast

#### Old Business

1. Group discussed City-wide branding progress
2. An update on CBPAC activities was provided
3. Approval of the 2022 Legislative Priorities was made with a motion by Robert Wood, seconded by Steve Beck and passed unanimously
4. Approval of the updated Lubbock Chamber of Commerce Bylaws was made with a motion by Steve Beck, seconded by Robert Wood and passed unanimously

#### CEO Report

1. CEO Kay McDowell provided a "State of Chambers" industry update
2. McDowell announced the hiring of David Collier for the Marketing and PR Manager position
3. McDowell provided a 2022 member sponsorship renewal update

#### Chair's Comments

1. Chair Casey Doyle adjourned the meeting

Sincerely,



Kay McDowell  
Secretary

## 2022 Board Member Attendance

Board Member		1/27	2/24	4/48	6/23	7/27	9/29	7/28	10/27	12/1	12/15		
Acosta-Cruz	Maridel	E/U											
Ammons	Greg	Y-Z											
Atwood	Nick	Y											
Barbee	Jeremy	Y-Z											
Barnett	Travis	Y											
Beck	Steve	Y											
Berry	Chris	Y											
Bryant	Keith	Y											
Bustos	Fernando	E											
Carrasco	Rey	Y											
Chambers	Chris	Y											
Doyle	Casey	Y											
Funderburk	Mark	Y											
Hill	Elizabeth	Y-Z											
Holmes	Bud	E											
Hufstedler	Pam	Y											
Konechney	Shara	Y											
Lambert	Mike	Y											
Lawson	Beth	Y											
Madison	Dana	Y											
Mandrell	Chris	Y											
Marcinkowski	Dave	Y											
McCord	Michelle	E											
Palmer	Becky	Y											
Powell	Felicia	Y											
Rollo	Kathy	Y											
Salamon	Paulene	y											
Schulz	Eddie	Y											
Timms	Kathy	Y											
Tucker	Kelly	Y											
Vitela	Gabe	Y											
Watts	Cole	Y-Z											
Whitehead	Victoria	Y											
Wood	Robert	Y											

E=Excused Absence, U=Unexcused Absence, Y=Attended



## Chamber Membership Value Report January 2022

2022	January 2022		December 2021		TO DATE	
	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value
NO. OF MEMBERS & BOOK VALUE						
<b>Beg of Yr Members &amp; Book Value</b>	<b>1495</b>	<b>1,057,757</b>	<b>1495</b>	<b>\$ 1,057,757</b>	<b>1495</b>	<b>\$ 1,057,757</b>
<i>Out of Business</i>	(1)	(450)	0	0	(17)	(8,774)
<i>90+ Day Delinquent &amp; Value</i>	(10)	(4,500)	(32)	(18,792)	(203)	(119,904)
<i>Requested Cancellations</i>	(4)	(2,242)	(13)	(6,813)	(130)	(67,788)
Reinstated	0	0	2	1,135	48	25,603
Total Dropped	(15)	(7,192)	(43)	(24,470)	(302)	(170,863)
New Accounts	20	14,305	12	11,150	223	168,991
Net Adjustment for Dues Changes	5	7,113	(4)	19,216	(12)	37,408
<b>MONTH END MEMBERS &amp; BOOK VALUE</b>	<b>1505</b>	<b>\$1,071,983</b>	<b>1460</b>	<b>\$1,063,653</b>	<b>1404</b>	<b>1,093,293</b>
% Compared to 1st of the Month	100.67%	101.34%	97.66%	100.56%	93.91%	103.36%
% Compared to January 1, 2019	100.67%	101.34%	97.66%	100.56%	93.91%	103.36%
Average Member		\$ 712.28	20.70%	14.84%		\$ 778.70

2021	January 2021		December 2020		TO DATE	
	No. Memb.	Value	No. Memb.	Value	No. Memb.	Value
NO. OF MEMBERS & BOOK VALUE						
<b>Beg of Yr Members &amp; Book Value</b>	<b>1495</b>	<b>1,057,757</b>	<b>1666</b>	<b>\$ 1,065,155</b>	<b>1495</b>	<b>\$ 1,057,757</b>
<i>Out of Business</i>	0	0	(5)	(2,437)	0	0
<i>90+ Day Delinquent &amp; Value</i>	(32)	(18,792)	(6)	(2,931)	(32)	(18,792)
<i>Requested Cancellations</i>	(13)	(6,813)	(9)	(4,237)	(13)	(6,813)
Reinstated	2	1,135	1	464	2	1,135
Total Dropped	(43)	(24,470)	(19)	(9,141)	(43)	(24,470)
New Accounts	12	11,150	24	15,600	12	11,150
Net Adjustment for Dues Changes	(4)	19,216	(1)	15,612	(4)	19,216
<b>MONTH END MEMBERS &amp; BOOK VALUE</b>	<b>1460</b>	<b>\$1,063,653</b>	<b>1670</b>	<b>\$1,087,226</b>	<b>1460</b>	<b>1,063,653</b>
% Compared to 1st of the Month	97.66%	100.56%	100.24%	102.07%	97.66%	100.56%
% Compared to January 1, 2019	97.66%	100.56%	111.71%	102.79%	97.66%	100.56%

Lubbock Chamber of Commerce  
Joined  
January 2022

Company	Join Date	Dues
806 Light Guys	1/13/2022	\$450
Ashton Walden Turf Services	1/17/2022	\$450
Curby's Express Market	1/14/2022	\$1,000
Dapper Pump Service, Inc.	1/31/2022	\$450
De Novo Logistics	1/5/2022	\$450
Desri Jones Coaching	1/12/2022	\$450
Fairway Independent Mortgage Corporation	1/28/2022	\$450
The Falls Tennis & Athletic Club	1/5/2022	\$405
FundView Software	1/4/2022	\$450
Hidden Treasures Estate Sales	1/18/2022	\$1,000
Jabez Habitat, LLC	1/18/2022	\$450
Laser Odyssey, LLC	1/7/2022	\$450
Liberty Welding	1/27/2022	\$1,000
Lubbock County Expo Center	1/13/2022	\$1,000
Octapharma Plasma, Inc.	1/24/2022	\$450
Quility Exteriors Home Improvements	1/21/2022	\$1,000
Texas College of Cosmetology	1/28/2022	\$450
TitleMax	1/26/2022	\$1,000
Whataburger 4th & W. Loop - #915	1/24/2022	\$2,500
Woodstock Enterprises	1/5/2022	\$450
<i>Total Joins</i>	20	<u>\$14,305</u> \$ 715

## Lubbock Chamber of Commerce

 Dropped  
 January 2022

1/31/2022

	<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Board Action</b>				
	Bara'	10/14/2019	450	Board Action
	Cascadia Global Security	9/25/2020	450	Board Action
	Fincher Engineering, LLC	10/14/2020	450	Board Action
	Guardian Utility Construction	10/19/2020	450	Board Action
	Joey Cooper Insurance Agency	10/18/2020	450	Board Action
	Kathy Brown, Realtor - Keller Williams Realty	10/16/2020	450	Board Action
	Magical maids	10/20/2020	450	Board Action
	Mrs. O's Learning Academy	10/18/2020	450	Board Action
	Richard Milburn Academy	10/19/2020	450	Board Action
	West Texas Investnemts	10/20/2020	450	Board Action
	<b>Total Count</b>	<b>10</b>	<b><u>\$4,500</u></b>	\$450.00

	<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Requested Cancellation</b>				
	Absolute Nails & Spa	10/20/2020	\$ 450	Requested
	D&J Courier Service	10/19/2020	\$ 450	Requested
	Grand Central Venue	10/4/2018	\$ 892	Requested
	Senior Investment Services	10/16/2020	\$ 450	Requested
	<b>Total Count</b>	<b>4</b>	<b><u>\$2,242</u></b>	\$560.50

	<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Drop Reason</i>
<b>Out of Business</b>				
	BKCW Insurance	10/18/2020	450	Out of Business
	<b>Total Count</b>	<b>1</b>	<b><u>\$450</u></b>	\$0.00

	<i>Company</i>	<i>Member Since</i>	<i>Dues</i>	<i>Date Paid</i>
<b>Reinstatements</b>				
	<b>Total Reinstatements</b>	<b>0</b>	<b><u>0</u></b>	#DIV/0!
	<b>TOTAL DROPPED</b>	<b>15</b>	<b><u>\$7,192</u></b>	\$479.47

## January 2022 90 Day Past Due

Profile Name	Open Balance	Member Since	
The Ranch at Reese Event Center	450	10/19/2020	Plans to Renew
Why not Turf	1000	10/18/2020	Undecided
Paul Rampy Insurance	184.5	2/15/2011	Plans to Renew
Racer Classic Car Wash	645	11/7/2011	Undecided
Aramark Uniform Services	1127	7/31/2014	Paid
Attorney Dean Boyd	2500	12/3/2019	Request to be Dropped
Choice! Energy Management	450	12/3/2020	Undecided
Hayes Motor Company	706	12/19/2018	Renewing
Hilliard Office Solutions	428	12/12/2014	Paid
Lorenzo Farm Housing Association	369	12/9/2010	Undecided
Pets Clinic of Lubbock	450	12/23/2019	Undecided
Primary Utility Services, LLC	2500	12/11/2020	Paid
Ramsower, Inc.	450	12/10/2015	Undecided
ROI Talent Development	450	12/19/2019	Request to be Dropped
SmileLabs Lubbock	450	12/30/2020	Undecided
Standard Sales Co., LP	1582	8/1/1979	Paid
Texas Plains Trail Region	450	12/18/2020	Undecided
The Triple D	400	12/17/2018	Renewing
Timberlake & Weaver, P.C.	450	12/20/2019	Undecided

\$15,042	19
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Paid	\$5,637	4
Renewing	\$635	2
Undecided	\$4,714	9
Requested to be Dropped	\$2,950	2
Out of Business / Merged	\$0	0
	\$13,936	



YTD TOTALS	
Profit & Loss Statement	
Total Membership Revenue	: \$130,212
Total Event / Program Revenue	: \$39,478
Total Misc. Revenue	: <b>-\$5,101</b>
<b>TOTAL REVENUE</b>	<b>\$164,588</b>
Total Operating Expense	: \$24,126
Total Event / Program Expense	: \$13,058
Total Misc. Expense	: \$0
<b>TOTAL EXPENSES</b>	<b>\$37,183</b>
<b>NET INCOME before Depr &amp; Bad Debt</b>	<b>\$127,404</b>
Depreciation	: \$0
Bad Debt	: \$0
<b>NET INCOME</b>	<b>\$127,404</b>

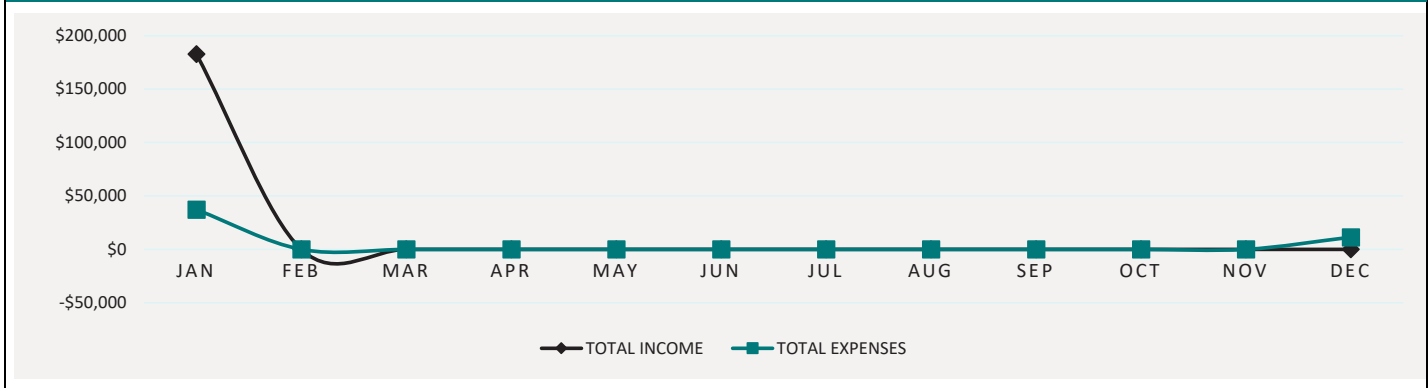
MONTH TOTALS	
Profit & Loss Statement	
January	
Total Membership Revenue	: \$130,212
Total Event / Program Revenue	: \$39,478
Total Misc. Revenue	: <b>-\$5,101</b>
<b>TOTAL REVENUE</b>	<b>\$164,588</b>
Total Operating Expense	: \$24,126
Total Event / Program Expense	: \$13,058
Total Misc. Expense	: \$0
<b>TOTAL EXPENSES</b>	<b>\$37,183</b>
<b>NET INCOME before Depr &amp; Bad Debt</b>	<b>\$127,404</b>
Depreciation Expense	: \$0
Bad Debt	: \$0
<b>NET INCOME</b>	<b>\$127,404</b>

YTD ACTUAL COMPARED TO BUDGET

Event & Programs

Annual Membership Meeting	\$5,500	19.0%	Golf Tournament	-\$363	-0.8%
Business Expo	-\$7,700	-17.1%	Prayer Luncheon	-\$860	-4.1%
Business After Hours	\$5,000	22.7%	Barbecue Cook-Off	\$0	0.0%
You're a Member! Now What?	\$0	0.0%	Uncorked	\$0	0.0%
Harvest Lunch	\$0	0.0%	Young Professional program	\$140	1.6%
Salute to AG Lunch	\$10,400	104.0%	Diversity and Inclusion Summit	\$0	0.0%
TTU Kick-Off Breakfast	\$550	4.6%	Candidate School	\$0	0.0%
State of TTU Luncheon	\$0	0.0%	Legislative Appreciation Lunch	\$16,540	137.8%
Business at its Best	\$0	0.0%	Mega Marketing	\$0	
Voice of Business	\$7,009	700.9%	Ambassador program	-\$795	-13.3%
Engagement	\$8,577				
Media & Communications	\$1,167	5.4%	<b>Operating Expenses</b>		
			Personnel & Related	\$1,083	0.1%
Membership	\$124,594	11.7%	Operations	\$23,043	1.6%

EXPENSES vs. INCOME



Financial Results (unaudited)  
For the Period ending

January 2022

	Month to date Actual			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Revenues</b>						
Membership Revenue - Renewal	118,585	995,195	(876,610)	118,585	995,195	(876,610)
Membership Revenue - New	(11,487)	176,400	(187,887)	(11,487)	176,400	(187,887)
Membership - Non-Renewal	17,496	(195,660)	213,156	17,496	(195,660)	213,156
Membership-Other	(5,562)	-	(5,562)	(5,562)	-	(5,562)
Engagement	11,180	41,500	(30,320)	11,180	41,500	(30,320)
Total Member Engagement	\$ 130,212	\$ 1,017,435	\$ (887,223)	\$ 130,212	\$ 1,017,435	(887,223)
Programs, Services, and Events	39,478	655,300	(615,823)	39,478	655,300	(615,823)
Community Relations	140	8,000	(7,860)	140	8,000	(7,860)
Media Relations	-	16,500	(16,500)	-	16,500	(16,500)
Voice of Business	(5,241)	10,000	(15,241)	(5,241)	10,000	(15,241)
Total Programs	\$ 34,376	\$ 689,800	\$ (655,424)	\$ 34,376	\$ 689,800	(655,424)
<b>Total Revenue</b>	<b>\$ 164,588</b>	<b>\$ 1,707,235</b>	<b>\$ (1,542,647)</b>	<b>\$ 164,588</b>	<b>\$ 1,707,235</b>	<b>(1,542,647)</b>
<b>Expenses</b>						
Engagement	3,398	68,500	(65,102)	3,398	68,500	(65,102)
Total Member Engagement	\$ 3,398	\$ 68,500	\$ (65,102.48)	\$ 3,398	\$ 68,500	(65,102)
Personnel & Related Cost	1,083	1,031,000	(1,029,918)	1,083	1,031,000	(1,029,918)
Operations	23,043	362,593	(339,549)	23,043	362,593	(339,549)
Total Personnel & Operations	\$ 24,126	\$ 1,393,593	\$ (1,369,467)	\$ 24,126	\$ 1,393,593	(1,369,467)
Programs, Services, and Events	9,660	258,900	(249,240)	9,660	258,900	(249,240)
Community Relations	-	2,500	(2,500)	-	2,500	(2,500)
Media Relations	-	149	(149)	-	149	(149.00)
Voice of Business	-	-	-	-	-	-
Total Programs	\$ 9,660	\$ 261,549	\$ (251,889)	\$ 9,660	\$ 261,549	(251,889)
<b>Total Expenses</b>	<b>\$ 37,183</b>	<b>\$ 1,723,642</b>	<b>\$ (1,686,458)</b>	<b>\$ 37,183</b>	<b>\$ 1,723,642</b>	<b>(1,686,458)</b>
Net Income (Loss) Before Dep	\$ 127,404	\$ (16,407)	\$ 143,811	\$ 127,404	\$ (16,407)	\$ 143,811
Depreciation Expense	-	5,000	(5,000.00)	-	5,000	(5,000)
Bad debt from prior year	-	20,000	(20,000.00)	-	20,000	(20,000)
<b>Net Income (Loss)</b>	<b>\$ 127,404</b>	<b>\$ (41,407)</b>	<b>\$ 168,811</b>	<b>\$ 127,404</b>	<b>\$ (41,407)</b>	<b>\$ 168,811</b>
Political Action Committee	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A



**Lubbock Chamber of Commerce**  
**Balance Sheet**  
**As of January 31, 2021**

	<b>Actual FY22</b>
<b>Assets</b>	
<b>Current Assets</b>	
Checking/Savings	
0102-00 - Wells Fargo Special	1,137.55
0103-00 - LNB PAC	34,700.53
0106-00 - Wells Fargo	263,532.37
0107-00 -Lubbock National	110,381.28
0110-00 - Investments	253,231.52
Total Checking/Savings	662,983.25
Accounts Receivable	
0213-00 - AR- Due to/from Foundation	(1,750.00)
Total Accounts Receivable	(1,750.00)
Other Current Assets	
0201-00 - Allowance for Uncollectable Acc	(9,911.00)
0260-00 - Prepaid Expense	1,030.14
0261-00 - Prepaid Insurance	2,566.83
12000 - Undeposited Funds	2,073.00
1600 - Weblink Receivables	264,071.55
Total Other Current Assets	259,830.52
Total Current Assets	921,063.77
Fixed Assets	
0282-1 - Furniture & Fixtures	38,666.75
Acc Depreciation	(26,302.72)
Total Fixed Assets	12,364.03
<b>Total ASSETS</b>	<b>933,427.80</b>

**Liabilities and Equity**

**Current Liabilities**

Accounts Payable	
0300-00 Accounts Payable	4,145.54
20000- Accounts Payable	6,400.20
Total Accounts Payable	<u>10,545.74</u>
Credit Cards	
Visa-Southwest Airlines Visa	9,426.09
Total Credit Cards	<u>9,426.09</u>
Other Current Liabilities	
0405-00 - Employee Insurance Payable	(1,547.76)
0422-00 Federal Withholding Tax	32,126.72
0450-00 -Insurance Payable	(157.25)
0480-00 - Employee Retirement Payable	669.71
0490-00 - United Way Payable	608.82
0500-00 SBA EIDL	149,900.00
0510-00 Accrued Interest	2,529.82
Total Current Liabilities	<u>184,130.06</u>
Total Liabilities	<u>204,101.89</u>
<b>Equity</b>	
0360-00 Deferred Income	13,239.42
32000 - Unrestricted Net Assets	679,626.55
Net Income	36,459.94
Total Equity	<u>729,325.91</u>
<b>Total Liabilities and Equity</b>	<u>933,427.80</u>